GURU KASHI UNIVERSITY

B.VOC. in Hospital Administration

Session 2025-26

Faculty of Health and Allied Sciences

Graduates Attributes

The programme B.VOC. in Hospital Administration imparts to the students an Intensive knowledge to perform key patient care procedures such as graduates gain the ability to oversee patient care processes, ensure smooth functioning of healthcare units, maintain quality standards, and support medical teams in delivering efficient treatment. They also develop competencies in administration, communication, leadership, and decision-making, enabling them to contribute effectively to hospital operations and improve patient care outcomes.

Programme Learning Outcomes: After Completion Of this Course Gradates will able to:

- Graduates will be able to apply principles of hospital management, health policies, and organizational practices to ensure effective functioning of healthcare facilities.
- They will be competent in supervising patient care procedures, coordinating with clinical teams, and maintaining standards of safety, hygiene, and quality in hospital settings.
- Graduates will effectively use communication, record keeping, and healthcare information systems to support decision-making and smooth hospital operations.
- They will acquire leadership qualities, problem-solving abilities, and interpersonal skills to manage hospital staff and work collaboratively in multidisciplinary healthcare teams.
- Graduates will understand and apply ethical principles, patient rights, and legal frameworks in hospital administration to promote transparency and patient trust.

Programme Structure

Semester 1st										
S. No.	Course Code	Course Title	Type of Course	L	T	P	Cr.	Int	Ext	Total Marks
1	BVH101	Hospital Management	Core Based	2	0	0	2	15	35	50
2	BVH102	Medical Terminology	Core Based	2	0	0	2	15	35	50
3	BVH103	Health care System	Core Based	2	0	0	2	15	35	50
4	BVH104	Fundamental of Accounting	Core Based	2	0	0	2	15	35	50
5	BVH105	Entrepreneurship Setup & Lauch	Skill Based	0	0	4	2	15	35	50
6	BVH106	Hospital Management Practical	Skill Based	0	0	4	2	15	35	50
7	BVH107	Medical Terminology Practical	Skill Based	0	0	4	2	15	35	50
8	BVH108	Health care System Practical	Skill Based	0	0	4	2	15	35	50
9	BVH109	Fundamental of Accounting Practical	Skill Based	0	0	4	2	15	35	50
10	BVH110	Communication and Soft Skills	Compulsory Foundation	2	0	0	2	15	35	50
11	BVH111	Human Rights and Duties	Multi-Disciplinary	3	0	0	3	25	50	75
Total				13	0	20	23	175	400	575

Semester 2nd										
S. No.	Course Code	Course Title	Type of Course	L	T	P	Cr.	Int	Ext	Total Marks
1	BVH201	Health Economics	Core Based	2	0	0	2	15	35	50
2	BVH202	Organizational Behaviour	Core Based	2	0	0	2	15	35	50
3	BVH203	Pharmacology Basics	Core Based	2	0	0	2	15	35	50
4	BVH204	Patient Care & Safety	Core Based	2	0	0	2	15	35	50
5	BVH205	Basic Microbiology & Infection Control	Core Based	2	0	0	2	15	35	50
6	BVH206	Health Economics Practical	Skill Based	0	0	4	2	15	35	50
7	BVH207	Organizational Behaviour Practical	Skill Based	0	0	4	2	15	35	50
8	BVH208	Pharmacology Basics Practical	Skill Based	0	0	4	2	15	35	50
9	BVH209	Patient Care & Safety Practical	Skill Based	0	0	4	2	15	35	50
10	BVH210	Basic Microbiology & Infection Control Practical	Skill Based	0	0	4	2	15	35	50
11	BVH211	Environmental Sciences	Compulsory Foundation	2	0	0	2	15	35	50

12	BVH212	First Aid	Value Added Courses	2	0	0	2	15	35	50
Total				**14**	**0**	**20**	**24**	**180**	**420**	**600**

Semester 3rd										
S. No.	Course Code	Course Title	Type of Course	L	T	P	Cr.	Int	Ext	Total Marks
1	BVH301	Human Resource Management in Hospitals	Core Based	2	0	0	2	15	35	50
2	BVH302	Principles of Epidemiology & Public Health	Core Based	2	0	0	2	15	35	50
3	BVH303	Healthcare Laws & Ethics	Core Based	2	0	0	2	15	35	50
4	BVH304	Hospital Planning & Design	Core Based	2	0	0	2	15	35	50
5	BVH305	Research Methodology in Health care	Core Based	2	0	0	2	15	35	50
6	BVH306	Human Resource Management in Hospitals Practical	Skill Based	0	0	4	2	15	35	50
7	BVH307	Principles of Epidemiology & Public Health Practical	Skill Based	0	0	4	2	15	35	50
8	BVH308	Healthcare Laws & Ethics Practical	Skill Based	0	0	4	2	15	35	50
9	BVH309	Hospital Planning & Design Practical	Skill Based	0	0	4	2	15	35	50
10	BVH310	Research Methodology in Health care Practical	Skill Based	0	0	4	2	15	35	50
11	BVH311	Community Health & Primary Care	Compulsory	3	0	0	3	25	50	75

			Founda tion							
Total					**13**	**0**	**20**	**23**	**175**	**400**	**575**

S. No.	Course Code	Course Title	Type of Course	L	T	P	Cr.	Int	Ext	Total Marks
Semester 4th										
1	BVH401	Financial Management in Healthcare	Core Based	2	0	0	2	15	35	50
2	BVH402	Marketing of Healthcare Services	Core Based	2	0	0	2	15	35	50
3	BVH403	Quality Assurance in Healthcare	Core Based	2	0	0	2	15	35	50
4	BVH404	Inventory & Materials Management	Core Based	2	0	0	2	15	35	50
5	BVH405	Disaster Management in Hospitals	Core Based	2	0	0	2	15	35	50
6	BVH406	Information System Management	Core Based	2	0	0	2	15	35	50
7	BVH407	Financial Management in Healthcare Practical	Skill Based	0	0	4	2	15	35	50
8	BVH408	Marketing of Healthcare Services Practical	Skill Based	0	0	4	2	15	35	50
9	BVH409	Quality Assurance in Healthcare Practical	Skill Based	0	0	4	2	15	35	50
10	BVH410	Inventory & Materials Management Practical	Skill Based	0	0	4	2	15	35	50
11	BVH411	Disaster Management in Hospitals Practical	Skill Based	0	0	4	2	15	35	50
12	BVH412	Information System Management Practical	Skill Based	0	0	4	2	15	35	50
Total				**12**	**0**	**24**	**24**	**180**	**420**	**600**

**Semester 5th**										
S. No.	Course Code	Course Title	Type of Course	L	T	P	Cr.	Int	Ext	Total Marks
1	BVH501	Strategic Management in Healthcare	Core Based	2	0	0	2	15	35	50
2	BVH502	Health Insurance & Medical Records	Core Based	2	0	0	2	15	35	50
3	BVH503	Operations Management in Hospitals	Core Based	2	0	0	2	15	35	50
4	BVH504	Patient Relationship & Counseling	Core Based	2	0	0	2	15	35	50
5	BVH505	Medical Ethics & Legal Issues	Multidisciplinary	3	0	0	3	25	50	75
6	BVH506	Telemedicine	Core Based	2	0	0	2	15	35	50
7	BVH507	Strategic Management in Healthcare Practical	Skill Based	0	0	4	2	15	35	50
8	BVH508	Health Insurance & Medical Records Practical	Skill Based	0	0	4	2	15	35	50
9	BVH509	Operations Management in Hospitals Practical	Skill Based	0	0	4	2	15	35	50
10	BVH510	Patient Relationship & Counselling Practical	Skill Based	0	0	4	2	15	35	50
11	BVH511	Telemedicine Practical	Skill Based	0	0	4	2	15	35	50
**Total**				**13**	**0**	**20**	**23**	**175**	**400**	**575**

Semester 6th										
S. No.	Course Code	Course Title	Type of Course	L	T	P	Cr.	Int	Ext	Total Marks
1	BVH601	Internship	Skill Based	0	0	40	20	150	350	500
Total				0	0	40	20	150	350	500
Grand Total				65	0	144	137	1035	2390	3425

Semester 1st

Course Title: Hospital Management	L	T	P	Cr
Course Code: BVH101	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

- Understand the structure and functions of hospital administration.
- Explain the principles of planning, organizing, and managing hospital services.
- Analyze hospital departments, their roles, and interdepartmental coordination.
- Apply concepts of quality assurance, accreditation, and patient safety in hospital settings.

Course Contents

UNIT–I: Introduction to Hospital Management (10 Hours)

- Concept, scope, and importance of hospital management.
- Types of hospitals (government, private, teaching, corporate, trust-based).
- Organizational structure of hospitals.

UNIT–II: Hospital Administration & Services (10 Hours)

- Roles and responsibilities of hospital administrators.
- Management of clinical and non-clinical services.
- Support services: housekeeping, laundry, dietary, CSSD (Central Sterile Supply Department).
- Material management and supply chain in hospitals.

UNIT–III: Quality & Legal Aspects (5 Hours)

- Hospital accreditation (NABH, JCI, ISO).
- Patient safety and risk management.

- Medico-legal issues in hospitals.

UNIT–IV: Emerging Trends in Hospital Management (5 Hours)

- Health information systems and digital records.
- Telemedicine and e-hospitals.
- Public–private partnerships in healthcare.
- Role of leadership and innovation in hospital management.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*
- *SIHNA PK. Hospital Administration. Jaypee Brothers; 2010.*
- *KAPOOR S. Hospital Administration and Management. Atlantic Publishers; 2015.*
- *MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA. National Accreditation Board for Hospitals and Healthcare Providers (NABH) Guidelines. 2022.*
- *WHO. Quality of Care: A Process for Making Strategic Choices in Health Systems. Geneva: World Health Organization; 2006.*

Course Title: Medical Terminology	L	T	P	Cr
Course Code: BVH102	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the basic structure and rules of medical terminology.
2. Identify and interpret common medical prefixes, suffixes, and root words.
3. Apply medical terminology to describe human anatomy, physiology, diseases, and procedures.
4. Accurately use medical language in healthcare documentation and communication.

Course Contents

UNIT–I: Introduction to Medical Terminology (10 Hours)

- Importance of medical terminology in healthcare.
- Word structure: root, prefix, suffix, combining forms.
- Pronunciation, spelling, and plural forms.
- Abbreviations, acronyms, and symbols in medicine.

UNIT–II: Terminology Related to Body Systems (10 Hours)

- Integumentary system
- Skeletal and muscular systems
- Cardiovascular and respiratory systems
- Digestive and urinary systems

UNIT–III: Clinical & Diagnostic Terminology (5 Hours)

- Terms used in pathology and microbiology.
- Common diagnostic tests and procedures.
- Surgical suffixes and operative terms.

UNIT–IV: Specialized Medical Terminology (5 Hours)

- Terminology of the nervous system and sense organs.
- Reproductive system terminology.
- Oncology and pharmacological terms.
- Common medical errors in terminology and safe usage.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *CHABNER DE. The Language of Medicine. 12th ed. Elsevier; 2020.*

- *RICE J, FINKLE R. Medical Terminology: A Word Building Approach. 9th ed. Pearson; 2018.*

- *SMITH J, DAVIS L. Exploring Medical Language: A Student-Directed Approach. 11th ed. Elsevier; 2021.*

- *BADALE R. Medical Terminology for Healthcare Professionals. Jaypee Brothers; 2015.*

- *TABER CW. Taber's Cyclopedic Medical Dictionary. 24th ed. F.A. Davis; 2021.*

Course Title: Health care System	L	T	P	Cr
Course Code: BVH103	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Describe the structure, functions, and objectives of health care systems.
2. Differentiate between various levels of health care delivery.
3. Understand the role of government and private sectors in health care.
4. Analyze global health systems and their relevance to India.
5. Apply concepts of health planning, health policy, and health programs in practical settings.

Course Contents

UNIT–I: Introduction to Health Care System (10 Hours)

- Concept, definition, and objectives of a health care system.
- History and evolution of health care services in India.
- Levels of health care: primary, secondary, tertiary.
- Health indicators and determinants of health.

UNIT–II: Organization of Health Care in India (10 Hours)

- Structure and role of Ministry of Health and Family Welfare.
- Role of central, state, and local governments.
- Rural health services: Sub-centres, PHCs, CHCs.
- Urban health services.
- National Health Programs overview.

UNIT–III: International Health Care Systems (5 Hours)

- WHO and its role in global health.
- Health care delivery in developed countries (UK, USA).
- Comparative study with Indian system.

UNIT–IV: Current Issues and Emerging Trends (5 Hours)

- National Health Policy 2017.
- Ayushman Bharat and Universal Health Coverage.
- Public–private partnerships in health.

- Digital health initiatives and telemedicine.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *PARK K. Park's Textbook of Preventive and Social Medicine. 27th ed. Banarsidas Bhanot; 2023.*

- *GHAI OP, GUPTA P, PAUL VK. Textbook of Preventive and Social Medicine. CBS Publishers; 2021.*

- *GOVT. OF INDIA. National Health Policy 2017. Ministry of Health and Family Welfare; 2017.*

- *WHO. Health Systems: Improving Performance. The World Health Report 2000. Geneva: World Health Organization; 2000.*

- *BHORE COMMITTEE REPORT. Report of the Health Survey and Development Committee. Government of India; 1946.*

Course Title: Fundamental of Accounting	L	T	P	Cr
Course Code: BVH104	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the basic concepts and principles of accounting.
2. Record business transactions systematically using accounting rules.
3. Prepare and interpret basic financial statements.
4. Apply accounting knowledge to simple problem-solving in healthcare and business settings.

Course Contents

UNIT–I: Introduction to Accounting (10 Hours)

- Meaning, objectives, and scope of accounting.
- Basic accounting concepts and conventions.
- Double-entry system of accounting.
- Classification of accounts: personal, real, nominal.
- Rules of debit and credit.

UNIT–II: Recording of Transactions (10 Hours)

- Journal: meaning, format, and rules of recording.
- Ledger posting and balancing.
- Trial balance: objectives and preparation.
- Subsidiary books: cash book, purchase book, sales book.

UNIT–III: Final Accounts (5 Hours)

- Preparation of trading account and profit & loss account.
- Balance sheet: objectives, importance, and preparation.

UNIT–IV: Applications in Health Care & Service Industry (5 Hours)

- Accounting for non-trading concerns (overview).
- Hospital and healthcare accounting basics.
- Importance of accounting in health care management.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *GUPTA RL, RADHASWAMY M. Fundamentals of Accounting. Sultan Chand & Sons; 2021.*
- *MAHAJAN S. Fundamentals of Accounting for Beginners. Vikas Publishing; 2019.*
- *JAIN SP, NARANG KB. Basic Financial Accounting. Kalyani Publishers; 2020.*
- *TULSIAN PC. Financial Accounting. Pearson Education; 2020.*
- *HORNGREN CT, HARRISON WT, OLIVER MS. Accounting. 11th ed. Pearson; 2019.*

Course Title: Entrepreneurship Setup & Lauch	L	T	P	Cr.
Course Code: BVH105	0	0	4	2

Introduction: This semester lays the foundation for the learner to understand what entrepreneurship is, beyond just starting a business. It introduces key ideas like problem-solving, value creation, and self-awareness. The learner will begin exploring basic business concepts while discovering their own interests and strengths.

Learners Objective: After Completion of this course, the learner will be able to:

1. Understand the core concepts of entrepreneurship through relatable, real-life examples.
2. Begin to see themselves as problem-solvers and creators.
3. Learn about business paths and choose one to try based on interest or local fit.
4. Launch a micro-hustle (online or offline) to earn their first income.
5. Build confidence and self-belief by doing.

Outcome: By the end of this semester, learners will start a simple business activity, earn their first income, and build belief in their ability to do business.

Guiding Principles/Approach: This syllabus is built on principles of experiential learning, growth mindset development, and identity-first learning. Drawing from learning science and behavior design, the course shifts students from passive learning to active doing, where they try out small business activities in real contexts. The design helps students not just learn entrepreneurship, but begin to see themselves as entrepreneurs. Emphasis is placed on small wins, peer collaboration, and locally relevant opportunities to ensure learning feels achievable and connected to their realities. The curriculum focuses on conceptual understanding without heavy theory, combining practical action, reflection, and collaboration. By making

progress visible and success feel possible, it plants the seeds of self-reliance, initiative, and long-term motivation.

Semester Syllabus:

Format: 12 weeks, 4 hours/week | 2 credits

Revenue Target: ₹10,000

Week	Learning Goal	Measurable Outcome
1	Understand what entrepreneurship is and who can be an entrepreneur	Students define entrepreneurship in their own words and list 2 entrepreneurs from their local area or community
2	Connect personal identity to entrepreneurship (strengths, interests, struggles)	Students create a "value map" showing how a skill/interest/problem from their life could become a business opportunity
3	Learn about 5 business paths: content creation, dropshipping, cloud kitchen/food business, gig economy and local services	Students explore 1–2 examples from each domain and share one they're most curious to try and why
4	Choose a path and generate a basic business idea	Students write down a clear offer (what, for whom, why) and one way to reach their customer
5	Take first real action: message, post, pitch, or sell	Students reach out to or serve 1 real potential customer and record what happened
6	Reflect on first attempt and share with peers	Students share their result, a challenge faced, and one idea to improve next time

7	Improve and try again: aim for first ₹100	Students apply a change, try again, and aim to make their first ₹100 or get meaningful response
8	Learn how to identify and understand your target customer	Students talk to 2 potential customers or observe them and list 3 insights about their needs
9	Learn how to serve your target audience better	Students improve one part of their offer (product, delivery, messaging, or interaction) based on customer feedback or need
10	Explore core entrepreneurial values (resilience, honesty, effort)	Students reflect on 1 value they're building and show it in a business task or peer story
11	Focus on earning and staying consistent	Students complete a second earning task and track their consistency (e.g., same product or message for 3 days)
12	Reflect on earnings, grit, and how to keep going	Students record total earnings, one resilience moment, and one support system or habit they'll continue with

Weekly Component:

Component	Duration	Description
Learning Module	~1.5 hrs	- Introduces key concepts in a simple and engaging way - Includes, examples, and 1–2 interactive discussions or quizzes

Action Lab	~2 hrs	- Hands-on task on the weekly concept - Includes step-by-step guidance, templates, and worksheets - Ends with a submission (e.g., video, reflection, or proof of action)
Resources	Self-paced	Supplementary videos, short readings, real- life stories, and tools to deepen understanding at their own pace

Evaluation Criteria

Evaluation Component	Description	Weightage
Weekly Task Completion	Timely submission of weekly tasks including reflections, activities, quizzes etc.	40%
Target Completion	Performance-based evaluation on hitting **revenue or profit targets** (e.g., generating ₹10,000 revenue)	30%
Final Project	A comprehensive project based on the semester's theme	30%

Course Title: Hospital Management Practical	L	T	P	Cr.
Course Code: BVH106	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Demonstrate basic administrative and management skills in hospital settings.
2. Apply theoretical knowledge of hospital management in practical situations.
3. Prepare and maintain hospital records, reports, and documentation.
4. Understand the workflow of various hospital departments.
5. Develop problem-solving skills through case studies and simulations.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of hospital organizational chart.
- Visit and report writing on different hospital departments (OPD, IPD, emergency, ICU, diagnostic units).
- Preparation of duty roster for doctors, nurses, and paramedical staff.
- Practical exercises on patient admission and discharge procedures.
- Preparation of case sheets, consent forms, and medico-legal documentation.
- Demonstration of medical records management (filing, indexing, retrieval).
- Preparation of hospital budget (basic exercise).
- Practical on infection control and waste management protocols.
- Case study presentation on hospital quality assurance (NABH/JCI).
- Simulation exercises on disaster management and emergency preparedness.
- Demonstration of hospital inventory management and supply chain.
- Preparation of patient satisfaction survey and analysis of results.
- Role-play on communication skills and patient counseling.

- Observation and report on hospital information system (HIS).
- Mini-project: Preparing a departmental management report (e.g., OPD utilization or bed occupancy).

Suggested Readings

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*
- *SIHNA PK. Hospital Administration. Jaypee Brothers; 2010.*
- *KAPOOR S. Hospital Administration and Management. Atlantic Publishers; 2015.*
- *MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA. NABH Guidelines. 2022.*
- *WHO. Manual on Hospital Waste Management. World Health Organization; 2014.*

Course Title: Medical Terminology Practical	L	T	P	Cr.
Course Code: BVH107	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Apply knowledge of prefixes, suffixes, and root words to interpret medical terms.
2. Accurately use medical abbreviations and symbols in healthcare records.
3. Develop competency in writing and pronouncing medical terms.
4. Correlate medical terminology with human body systems and clinical practice.
5. Enhance communication skills for effective interaction in healthcare settings.

Course Content

List of Practicals / Experiments (60 Hours):

- Introduction to medical word-building exercises.
- Practice of common prefixes, suffixes, and root words.
- Writing and pronouncing medical terms related to the integumentary system.
- Terminology related to skeletal and muscular systems – spelling and usage.
- Exercises on cardiovascular and respiratory system terms.
- Digestive and urinary system terminology practice.
- Terminology related to nervous system and sense organs.
- Reproductive system terminology exercises.
- Terminology used in pathology, microbiology, and diagnostic tests.
- Common surgical suffixes and operative terms – usage in sentences.
- Abbreviations and acronyms in prescriptions and clinical notes.
- Practice on interpreting case sheets and medical records.
- Exercises on oncology, pharmacology, and specialty-related terms.

- Identification of common errors in medical terminology and correction.
- Mini-project: Preparation of a glossary (100 terms with definitions) by students.

Suggested Readings (Vancouver Style)

- *CHABNER DE. The Language of Medicine. 12th ed. Elsevier; 2020.*
- *RICE J, FINKLE R. Medical Terminology: A Word Building Approach. 9th ed. Pearson; 2018.*
- *SMITH J, DAVIS L. Exploring Medical Language: A Student-Directed Approach. 11th ed. Elsevier; 2021.*
- *BADALE R. Medical Terminology for Healthcare Professionals. Jaypee Brothers; 2015.*
- *TABER CW. Taber's Cyclopedic Medical Dictionary. 24th ed. F.A. Davis; 2021.*

Course Title: Health care System Practical	L	T	P	Cr.
Course Code: BVH108	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Demonstrate understanding of the organization and functioning of health care systems.
2. Identify the structure and services at primary, secondary, and tertiary levels of health care.
3. Prepare reports on health programs and policies.
4. Apply knowledge of health indicators in practical exercises.
5. Develop problem-solving skills through case studies and field-based assignments.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of organizational chart of the Indian health care system.
- Visit to a primary health centre (PHC) and preparation of a report.
- Visit to a community health centre (CHC) and preparation of a report.
- Observation of services at a tertiary care hospital and report writing.
- Preparation of a list of national health programs with objectives.
- Exercise on calculation and interpretation of health indicators (IMR, MMR, life expectancy).
- Group work: Comparative study of rural vs. urban health services.
- Case study: Role of ASHA/ANM workers in community health.
- Preparation of a report on Ayushman Bharat and Health & Wellness Centres.
- Demonstration of referral system and patient flow across health care levels.
- Role-play: Community health education and awareness activity.
- Exercise on data collection from health surveys (using mock or real data).

- Group discussion on challenges in Indian health care delivery.
- Case presentation on WHO's role in strengthening health systems.
- Mini-project: Preparation of a community health profile of a selected area.

Suggested Readings

- *PARK K. Park's Textbook of Preventive and Social Medicine. 27th ed. Banarsidas Bhanot; 2023.*
- *GHAI OP, GUPTA P, PAUL VK. Textbook of Preventive and Social Medicine. CBS Publishers; 2021.*
- *GOVT. OF INDIA. National Health Policy 2017. Ministry of Health and Family Welfare; 2017.*
- *WHO. Primary Health Care: Report of the International Conference on Primary Health Care, Alma-Ata, USSR. Geneva: World Health Organization; 1978.*
- *WHO. Health Systems: Improving Performance. The World Health Report 2000. Geneva: World Health Organization; 2000.*

Course Title: Fundamental of Accounting Practical	L	T	P	Cr.
Course Code: BVH109	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Record business transactions using the rules of double-entry bookkeeping.

2. Prepare and maintain accounting books such as journal, ledger, and cash book.

3. Construct trial balances and identify accounting errors.

4. Prepare final accounts (Trading, Profit & Loss Account, Balance Sheet).

5. Apply accounting knowledge to simple case studies in healthcare and service industries.

Course Content

List of Practicals / Experiments (60 Hours):

- Introduction to accounting software/manual registers.

- Practice of journal entries for business transactions.

- Ledger posting and balancing of accounts.

- Preparation of trial balance from given transactions.

- Exercises on subsidiary books: purchase book, sales book, returns book.

- Preparation of a double column and triple column cash book.

- Preparation of bank reconciliation statement.

- Practice on depreciation accounting (straight-line & written-down value methods).

- Preparation of trading account from trial balance.

- Preparation of profit and loss account.

- Preparation of balance sheet with adjustments.

- Exercises on rectification of errors in books of accounts.

- Accounting for non-trading concerns: simple exercises (hospital/NGO).

- Preparation of final accounts of a sole trader.
- Mini-project: Preparation of a complete set of accounts for a small healthcare unit.

Suggested Readings

- *GUPTA RL, RADHASWAMY M. Fundamentals of Accounting. Sultan Chand & Sons; 2021.*
- *JAIN SP, NARANG KB. Basic Financial Accounting. Kalyani Publishers; 2020.*
- *TULSIAN PC. Financial Accounting. Pearson Education; 2020.*
- *MAHAJAN S. Fundamentals of Accounting for Beginners. Vikas Publishing; 2019.*
- *HORNGREN CT, HARRISON WT, OLIVER MS. Accounting. 11th ed. Pearson; 2019.*

Course Title: Communication and Soft Skills	L	T	P	Cr
Course Code: BVH110	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the principles and process of effective communication.
2. Develop oral, written, and non-verbal communication skills for professional settings.
3. Demonstrate interpersonal, team-building, and conflict-resolution skills.
4. Apply soft skills such as leadership, time management, and professional etiquette in healthcare and workplace contexts.
5. Build confidence in public speaking, presentations, and interviews.

Course Contents

UNIT–I: Fundamentals of Communication (10 Hours)

- Definition, importance, and process of communication.
- Types of communication: verbal, non-verbal, written, visual, and digital.
- Barriers to effective communication and strategies to overcome them.
- Role of communication in healthcare and service industries.

UNIT–II: Oral and Written Communication Skills (10 Hours)

- Listening skills, note-taking, and summarizing.
- Speaking skills: group discussions, public speaking, presentations.
- Business and healthcare-related letter writing.
- Report writing, email etiquette, and documentation skills.

UNIT–III: Interpersonal Skills & Teamwork (5 Hours)

- Building interpersonal relationships.
- Conflict management and negotiation skills.
- Team building and group dynamics.

UNIT–IV: Professional Soft Skills (5 Hours)

- Leadership skills and decision-making.
- Time management and stress management.

- Professional etiquette and grooming.
- Interview preparation and workplace readiness.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *LESIKAR RV, FLATLEY ME. Basic Business Communication. 13th ed. McGraw Hill; 2020.*
- *MANDAL S. Effective Communication and Soft Skills. McGraw Hill; 2017.*
- *KAUL A. Effective Business Communication. PHI Learning; 2019.*
- *MURPHY H, HILDEBRANDT H. Effective Business Communication. 7th ed. McGraw Hill; 2018.*
- *KURIAN A. Soft Skills for Healthcare Professionals. Jaypee Brothers; 2016.*

Course Title: Human Rights and Duties	L	T	P	Cr
Course Code: BVH111	3	0	0	3

Total Hours 45

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the concept, scope, and evolution of human rights.
2. Explain the constitutional provisions related to fundamental rights and duties in India.
3. Analyze international covenants, conventions, and institutions on human rights.
4. Apply the knowledge of human rights in healthcare, education, and community contexts.
5. Critically evaluate contemporary issues and challenges in the protection of human rights.

Course Contents

UNIT–I: Introduction to Human Rights (15 Hours)

- Concept, definition, and scope of human rights.
- Historical evolution: Magna Carta, French Revolution, Universal Declaration of Human Rights (UDHR).
- Classification of human rights: civil, political, economic, social, cultural, and environmental rights.
- Importance of human rights in democratic societies.

UNIT–II: Constitutional Provisions and Duties (10 Hours)

- Fundamental rights in the Indian Constitution.
- Directive principles of state policy.
- Fundamental duties of Indian citizens.
- Judicial activism and protection of human rights in India.

UNIT–III: International Perspectives (10 Hours)

- Role of the United Nations and its agencies in protecting human rights.
- International covenants: ICCPR, ICESCR, CEDAW, CRC.
- National Human Rights Commission (NHRC) and State Human Rights Commissions.
- NGOs and civil society in the promotion of human rights.

UNIT–IV: Human Rights in Practice (10 Hours)

- Human rights and healthcare.
- Rights of women, children, minorities, and marginalized groups.
- Contemporary issues: refugees, climate change, human trafficking, cyber rights.
- Case studies on human rights violations and remedies.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *DAS BHUIA J. Human Rights in India. Sage Publications; 2012.*
- *MEHTA P, NARAIN V. Human Rights and Duties. Deep & Deep Publications; 2015.*
- *MINISTRY OF LAW & JUSTICE, GOVT. OF INDIA. The Constitution of India. Government of India; 2022.*
- *UNITED NATIONS. Universal Declaration of Human Rights. UN; 1948.*
- *JAGTAP HR. Human Rights: Law and Practice. PHI Learning; 2018.*

Semester 2nd

Course Title: Health Economics	L	T	P	Cr
Course Code: BVH201	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the basic concepts and scope of health economics.
2. Analyze the demand and supply of health care services.
3. Evaluate health financing mechanisms and their implications for equity and efficiency.
4. Apply economic tools to assess health programs and policies.
5. Examine the challenges and emerging issues in health economics, particularly in the Indian context.

Course Contents

UNIT–I: Introduction to Health Economics (10 Hours)

- Definition, scope, and importance of health economics.
- Relationship between economics and health.
- Concepts of scarcity, choice, and opportunity cost in healthcare.
- Role of health in economic development.

UNIT–II: Demand and Supply in Health Care (10 Hours)

- Demand for health and health care services.
- Determinants of demand: income, education, price, and preferences.
- Supply of health services: healthcare workforce, hospital services, pharmaceuticals.
- Market failure in health care: externalities, information asymmetry, monopoly.

UNIT–III: Health Financing and Expenditure (5 Hours)

- Sources of health financing: taxation, insurance, out-of-pocket payments.
- Public vs. private expenditure on health.
- Health insurance schemes in India (Ayushman Bharat, CGHS, ESIC).

UNIT–IV: Health Policy and Evaluation (5 Hours)

- Cost–benefit analysis and cost–effectiveness analysis in health care.
- Economic evaluation of health programs.
- Challenges in resource allocation and equity in health care.
- Emerging trends in global and Indian health economics.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *BHAT R. Introduction to Health Economics for Developing Countries. Sage Publications; 2013.*
- *GUINNESS L, WISEMAN V. Introduction to Health Economics. 3rd ed. McGraw Hill; 2011.*
- *FOLLAND S, GOODMAN AC, STANO M. The Economics of Health and Health Care. 8th ed. Routledge; 2017.*
- *PARK K. Park's Textbook of Preventive and Social Medicine. 27th ed. Banarsidas Bhanot; 2023.*
- *WORLD HEALTH ORGANIZATION. Global Health Expenditure Database. Geneva: WHO; 2022.*

Course Title: Organizational Behaviour	L	T	P	Cr
Course Code: BVH202	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the fundamental concepts and importance of organizational behaviour (OB).

2. Analyze individual behaviour, perception, attitudes, and motivation in organizations.

3. Examine group dynamics, leadership, and conflict management.

4. Apply organizational behaviour concepts to enhance efficiency and workplace culture.

5. Evaluate organizational change, development, and emerging trends in OB.

Course Contents

UNIT–I: Introduction to Organizational Behaviour (10 Hours)

- Definition, nature, scope, and importance of OB.
- Contributing disciplines to OB (psychology, sociology, anthropology).
- Models of OB.
- Challenges and opportunities in OB (globalization, workforce diversity, technology).

UNIT–II: Individual Behaviour in Organizations (10 Hours)

- Personality: determinants and theories.
- Perception and attribution in organizations.
- Attitudes, values, and job satisfaction.
- Motivation theories (Maslow, Herzberg, McClelland, Vroom's Expectancy).

UNIT–III: Group Behaviour and Leadership (5 Hours)

- Group formation and group dynamics.
- Teamwork and team building.
- Leadership theories and styles.
- Power, politics, and organizational conflict.

UNIT–IV: Organizational Dynamics (5 Hours)

- Organizational culture and climate.
- Organizational change and development.
- Stress management at workplace.
- Emerging trends in organizational behaviour.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *ROBBINS SP, JUDGE TA. Organizational Behaviour. 18th ed. Pearson Education; 2020.*
- *LUTHANS F. Organizational Behaviour. 12th ed. McGraw Hill; 2015.*
- *ASWATHAPPA K. Organizational Behaviour: Text, Cases and Games. Himalaya Publishing; 2018.*
- *PAREEK U. Understanding Organizational Behaviour. Oxford University Press; 2018.*
- *NELSON DL, QUICK JC. Organizational Behavior: Science, The Real World, and You. 9th ed. Cengage Learning; 2019.*

Course Title: Pharmacology Basics	L	T	P	Cr
Course Code: BVH203	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the basic principles of pharmacology and drug action.
2. Explain pharmacokinetics and pharmacodynamics of commonly used drugs.
3. Classify drugs according to therapeutic use and mechanism of action.
4. Identify the adverse effects, contraindications, and drug interactions.
5. Apply pharmacological knowledge in healthcare and patient care contexts.

Course Contents

UNIT–I: Introduction to Pharmacology (10 Hours)

- Definition, scope, and branches of pharmacology.
- Sources of drugs and dosage forms.
- Routes of drug administration.
- Essential drug concepts and rational drug use.

UNIT–II: General Pharmacology (10 Hours)

- Pharmacokinetics: absorption, distribution, metabolism, excretion.
- Pharmacodynamics: mechanism of drug action, dose–response relationship, receptor concepts.
- Adverse drug reactions and drug interactions.
- Factors modifying drug effects (age, sex, genetics, disease).

UNIT–III: Systemic Pharmacology – I (5 Hours)

- Drugs acting on autonomic nervous system.
- Cardiovascular drugs: antihypertensives, diuretics, antianginals.
- Respiratory system drugs: bronchodilators, antitussives.

UNIT–IV: Systemic Pharmacology – II (5 Hours)

- **Gastrointestinal drugs: antacids, antiemetics, laxatives.**
- **Analgesics, antipyretics, and anti-inflammatory drugs.**
- **Antibiotics: basic classification and uses.**

- **Emerging trends: vaccines, biologics, and targeted therapies (overview).**

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *TRIPATHI KD. Essentials of Medical Pharmacology. 9th ed. Jaypee Brothers; 2019.*

- *SHARMA HL, SHARMA KK. Principles of Pharmacology. 4th ed. Paras Medical Publishers; 2018.*

- *BENNETT PN, BROWN MJ. Clinical Pharmacology. 12th ed. Elsevier; 2018.*

- *RANG HP, DALE MM, RITTER JM, FLOWER RJ. Rang and Dale's Pharmacology. 9th ed. Elsevier; 2019.*

- *KATZUNG BG, TREVOR AJ. Basic and Clinical Pharmacology. 15th ed. McGraw Hill; 2021.*

Course Title: Patient Care & Safety	L	T	P	Cr
Course Code: BVH204	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the fundamental principles of patient care and hospital safety.
2. Demonstrate knowledge of patient rights, ethical issues, and communication in healthcare.
3. Identify common hospital hazards and apply safety protocols.
4. Explain infection prevention, biomedical waste management, and occupational safety.
5. Apply patient care and safety measures in clinical and community health settings.

Course Contents

UNIT–I: Fundamentals of Patient Care (10 Hours)

- Concept and importance of patient care.
- Basic needs of patients (physical, psychological, social).
- Patient rights and responsibilities.
- Communication skills in patient care.

UNIT–II: Safety in Healthcare Settings (10 Hours)

- Hospital safety measures: fire safety, electrical safety, equipment handling.
- Fall prevention and patient mobility safety.
- Safety in handling biomedical equipment.
- Risk management and reporting of incidents.

UNIT–III: Infection Control and Waste Management (5 Hours)

- Principles of asepsis and hand hygiene.
- Hospital-acquired infections (HAIs): causes and prevention.
- Biomedical waste management rules.
- Use of personal protective equipment (PPE).

UNIT–IV: Emergency Preparedness and Occupational Safety (5 Hours)

- First aid and basic life support (BLS).
- Disaster preparedness in hospitals.
- Occupational hazards for healthcare workers.
- Stress management and self-care in patient care.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *POTTER PA, PERRY AG. Fundamentals of Nursing. 10th ed. Elsevier; 2021.*
- *TIMBY BK, SMITH NE. Introductory Medical-Surgical Nursing. 12th ed. Wolters Kluwer; 2020.*
- *PARIKH KC. Patient Safety and Quality Improvement in Healthcare. Jaypee Brothers; 2019.*
- *MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA. Biomedical Waste Management Rules. Government of India; 2016 (amended 2018).*
- *WHO. Patient Safety: Making Health Care Safer. Geneva: World Health Organization; 2017.*

Course Title: Basic Microbiology & Infection Control	L	T	P	Cr
Course Code: BVH205	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Explain the basic concepts of microbiology relevant to healthcare.
2. Identify common microorganisms of medical importance.
3. Understand the principles of infection, transmission, and host–pathogen interaction.
4. Apply infection prevention and control (IPC) practices in healthcare settings.
5. Demonstrate knowledge of sterilization, disinfection, and biomedical waste management.

Course Contents

UNIT–I: Introduction to Microbiology (10 Hours)

- History and scope of microbiology.
- Classification of microorganisms: bacteria, viruses, fungi, protozoa.
- Morphology and structure of bacteria and viruses.
- Normal flora of the human body and its importance.

UNIT–II: Infection and Immunity (10 Hours)

- Definition and types of infection.
- Sources and modes of transmission of infection.
- Pathogenicity and virulence factors.
- Basic concepts of immunity: innate and acquired.

UNIT–III: Sterilization and Disinfection (5 Hours)

- Principles and methods of sterilization: heat, filtration, radiation.
- Disinfection and antisepsis.
- Use of disinfectants in hospitals.

UNIT–IV: Infection Control in Healthcare Settings (5 Hours)

- Hospital-acquired infections (HAIs): types, sources, prevention.
- Standard precautions and hand hygiene.
- Personal protective equipment (PPE).

- Biomedical waste management and infection control committees.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *TORTORA GJ, FUNKE BR, CASE CL. Microbiology: An Introduction. 13th ed. Pearson; 2021.*

- *PRESCOTT LM, HARLEY JP, KLEIN DA. Microbiology. 10th ed. McGraw Hill; 2017.*

- *ANANTHANARAYAN R, PANIKER CKJ. Textbook of Microbiology. 10th ed. Universities Press; 2017.*

- *WHO. Practical Guidelines for Infection Control in Health Care Facilities. Geneva: World Health Organization; 2004.*

- *MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA. Biomedical Waste Management Rules. Government of India; 2016 (amended 2018).*

Course Title: Health Economics Practical	L	T	P	Cr.
Course Code: BVH206	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Apply basic economic tools to analyze health-related issues.
2. Interpret health data, indicators, and expenditure trends.
3. Evaluate cost–benefit and cost–effectiveness of health programs.
4. Compare health financing systems and their outcomes.
5. Prepare analytical reports on health economics relevant to India and global contexts.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a glossary of health economics terms.
- Exercise on calculation of health indicators (IMR, MMR, DALY, life expectancy).
- Analysis of health expenditure trends in India (using secondary data).
- Comparative analysis of public vs. private health expenditure.
- Case study on economic evaluation of a vaccination program (cost-effectiveness).
- Preparation of a report on out-of-pocket expenditure in healthcare.
- Group activity: Analysis of Ayushman Bharat and health insurance schemes.
- Exercise on demand and supply of healthcare services in India.
- Comparative study of health financing systems (India vs. USA/UK).
- Interpretation of WHO Global Health Expenditure Database.
- Practical on cost–benefit analysis of a public health intervention.
- Role-play: Resource allocation in a hospital (simulation exercise).
- Case presentation on economic burden of non-communicable diseases.
- Preparation of a short policy brief on equity in healthcare financing.

- Mini-project: Preparation of an analytical report on healthcare expenditure in a selected state/district.

Suggested Readings

- *BHAT R. Introduction to Health Economics for Developing Countries. Sage Publications; 2013.*

- *GUINNESS L, WISEMAN V. Introduction to Health Economics. 3rd ed. McGraw Hill; 2011.*

- *FOLLAND S, GOODMAN AC, STANO M. The Economics of Health and Health Care. 8th ed. Routledge; 2017.*

- *PARK K. Park's Textbook of Preventive and Social Medicine. 27th ed. Banarsidas Bhanot; 2023.*

- *WHO. Global Health Expenditure Database. Geneva: World Health Organization; 2022.*

Course Title: Organizational Behaviour Practical	L	T	P	Cr.
Course Code: BVH207	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Demonstrate understanding of individual, group, and organizational behaviour through practical activities.
2. Apply motivation and leadership theories in workplace simulations.
3. Develop interpersonal, communication, and team-building skills.
4. Analyze case studies related to organizational conflict, culture, and change.
5. Prepare reports and presentations on organizational behaviour practices in healthcare and service sectors.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a glossary of key terms in organizational behaviour.
- Self-assessment exercises on personality (introvert–extrovert, locus of control, etc.).
- Practical on perception and attribution through role-play.
- Case study discussion on employee motivation.
- Group exercise on communication barriers and solutions.
- Role-play: Effective vs. ineffective leadership styles.
- Practical exercise on team building and group dynamics.
- Simulation of conflict situations and conflict resolution strategies.
- Case study on power and politics in organizations.
- Activity on organizational culture mapping (using Hofstede's dimensions or similar models).
- Stress management techniques – relaxation, time management exercises.
- Mini research assignment: Employee satisfaction survey (mock data collection & analysis).
- Group presentation on change management strategies.

- Case discussion on organizational behaviour in healthcare teams.
- Mini-project: Preparation of a report on OB practices in a selected hospital/organization.

Suggested Readings

- *ROBBINS SP, JUDGE TA. Organizational Behaviour. 18th ed. Pearson Education; 2020.*
- *LUTHANS F. Organizational Behaviour. 12th ed. McGraw Hill; 2015.*
- *ASWATHAPPA K. Organizational Behaviour: Text, Cases and Games. Himalaya Publishing; 2018.*
- *PAREEK U. Understanding Organizational Behaviour. Oxford University Press; 2018.*
- *NELSON DL, QUICK JC. Organizational Behavior: Science, The Real World, and You. 9th ed. Cengage Learning; 2019.*

Course Title: Pharmacology Basics Practical	L	T	P	Cr.
Course Code: BVH208	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Demonstrate understanding of drug dosage forms, routes of administration, and their practical applications.
2. Identify commonly used drugs, their actions, side effects, and safe handling.
3. Perform calculations related to drug dosage, dilutions, and IV fluid preparation.
4. Interpret prescriptions and recognize medical abbreviations in drug orders.
5. Apply pharmacology knowledge in patient care with emphasis on safety and accuracy.

Course Content

List of Practicals / Experiments (60 Hours):

- Introduction to drug dosage forms (tablets, capsules, syrups, injections, ointments).
- Demonstration of routes of drug administration (oral, topical, parenteral – using models/manikins).
- Preparation of normal saline and glucose solutions (demonstration).
- Exercises on metric system and pharmaceutical calculations.
- Calculation of pediatric and adult doses (Clark's rule, Young's rule, body surface area method).
- Dilution techniques for injectable drugs.
- Identification of common hospital drugs and their classifications.
- Interpretation of prescriptions and standard abbreviations.
- Demonstration of intravenous fluid therapy and infusion rate calculations.
- Adverse drug reactions – identification and reporting (ADR forms).
- Exercises on drug interactions (case-based scenarios).

- Practical demonstration of safe storage and handling of medicines.
- Role-play on communication of drug instructions to patients.
- Case study on rational drug use and polypharmacy.
- Mini-project: Preparation of a drug information sheet (10 commonly prescribed drugs with uses, doses, side effects).

Suggested Readings

- *TRIPATHI KD. Essentials of Medical Pharmacology. 9th ed. Jaypee Brothers; 2019.*
- *SHARMA HL, SHARMA KK. Principles of Pharmacology. 4th ed. Paras Medical Publishers; 2018.*
- *BENNETT PN, BROWN MJ. Clinical Pharmacology. 12th ed. Elsevier; 2018.*
- *RANG HP, DALE MM, RITTER JM, FLOWER RJ. Rang and Dale's Pharmacology. 9th ed. Elsevier; 2019.*
- *KATZUNG BG, TREVOR AJ. Basic and Clinical Pharmacology. 15th ed. McGraw Hill; 2021.*

Course Title: Patient Care & Safety Practical	L	T	P	Cr.
Course Code: BVH209	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Demonstrate essential patient care skills in hospital and community settings.

2. Apply safety protocols for patient handling, mobility, and hospital environment.

3. Practice infection prevention and biomedical waste management measures.

4. Respond to medical emergencies with basic first aid and life support skills.

5. Maintain patient records, consent forms, and communication for safe care delivery.

Course Content

List of Practicals / Experiments (60 Hours):

- Demonstration of hand hygiene techniques (WHO 7 steps).
- Practice of donning and doffing PPE.
- Patient admission and discharge procedure (forms and documentation).
- Recording vital signs (temperature, pulse, respiration, blood pressure).
- Patient shifting and transportation techniques (bed to stretcher, stretcher to wheelchair).
- Bed making: occupied and unoccupied bed.
- Practice of safe lifting and positioning of patients.
- Oxygen therapy demonstration (mask, nasal cannula).
- IV line care and fluid monitoring (observation-based).
- Preparation and use of consent forms in patient care.
- Demonstration of biomedical waste segregation and disposal.
- Infection control exercises: isolation techniques and barrier nursing.
- Fire safety drill and evacuation procedure.

- First aid for bleeding, burns, fractures, and fainting.
- Basic Life Support (BLS) – CPR demonstration on manikin.

Suggested Readings

- *POTTER PA, PERRY AG. Fundamentals of Nursing. 10th ed. Elsevier; 2021.*
- *TIMBY BK, SMITH NE. Introductory Medical-Surgical Nursing. 12th ed. Wolters Kluwer; 2020.*
- *PARIKH KC. Patient Safety and Quality Improvement in Healthcare. Jaypee Brothers; 2019.*
- *MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA. Biomedical Waste Management Rules. Government of India; 2016 (amended 2018).*
- *AMERICAN HEART ASSOCIATION. Basic Life Support Provider Manual. AHA; 2020.*

Course Title: Basic Microbiology & Infection Control Practical	L	T	P	Cr.
Course Code: BVH210	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Demonstrate basic microbiological techniques for handling specimens and identifying microbes.
2. Apply aseptic techniques in laboratory and hospital environments.
3. Perform sterilization and disinfection procedures effectively.
4. Practice standard precautions for infection prevention and control.
5. Manage biomedical waste as per national guidelines.

Course Content

List of Practicals / Experiments (60 Hours):

- Introduction to laboratory safety and biosafety guidelines.
- Hand hygiene demonstration (WHO 7 steps).
- Preparation of culture media (nutrient agar, blood agar).
- Sterilization techniques: autoclaving, hot air oven, filtration.
- Demonstration of disinfection methods (chemical agents).
- Collection and transport of clinical specimens (urine, blood, sputum, swab).
- Microscopic examination of bacteria using simple staining.
- Gram staining technique and identification of organisms.
- Acid-fast staining (Ziehl-Neelsen method).
- Demonstration of motility testing of bacteria.
- Observation of fungi under microscope (Lactophenol cotton blue preparation).
- Exercises on hospital-acquired infections (case scenarios).
- Biomedical waste segregation and disposal (color coding system).
- Demonstration of personal protective equipment (PPE) usage.
- Mini-project: Preparation of an infection control checklist for a ward/laboratory.

Suggested Readings

- *ANANTHANARAYAN R, PANIKER CKJ. Textbook of Microbiology. 10th ed. Universities Press; 2017.*

- *TORTORA GJ, FUNKE BR, CASE CL. Microbiology: An Introduction. 13th ed. Pearson; 2021.*

- *PRESCOTT LM, HARLEY JP, KLEIN DA. Microbiology. 10th ed. McGraw Hill; 2017.*

- *WHO. Practical Guidelines for Infection Control in Health Care Facilities. Geneva: World Health Organization; 2004.*

- *MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA. Biomedical Waste Management Rules. Government of India; 2016 (amended 2018).*

Course Title: Environmental Sciences	L	T	P	Cr
Course Code: BVH211	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the structure and functioning of ecosystems and natural resources.

2. Identify environmental issues such as pollution, climate change, and waste management.

3. Analyze the impact of human activities on environment and health.

4. Apply principles of sustainable development in healthcare and community practices.

5. Promote environmental awareness and responsibility as healthcare professionals.

Course Contents

UNIT–I: Introduction to Environmental Science (10 Hours)

- Multidisciplinary nature of environmental studies.
- Structure and functions of ecosystems.
- Biodiversity: levels, importance, threats, and conservation methods.
- Natural resources: renewable and non-renewable (forest, water, mineral, energy resources).

UNIT–II: Environmental Pollution and Health (10 Hours)

- Air, water, soil, and noise pollution: causes, effects, and control measures.
- Solid waste management: biomedical and municipal waste.
- Global environmental issues: climate change, ozone depletion, global warming.
- Environmental health hazards and their impact on human health.

UNIT–III: Environmental Legislation and Policies (5 Hours)

- Environmental Protection Act 1986.
- Air (Prevention and Control of Pollution) Act 1981.
- Water (Prevention and Control of Pollution) Act 1974.

- Biomedical Waste Management Rules (latest amendments).

UNIT–IV: Sustainable Development and Environmental Awareness (5 Hours)

- Concept of sustainable development.
- Role of individuals and communities in environmental protection.
- Green initiatives in healthcare (energy conservation, waste reduction).
- Environmental ethics and global partnerships (SDGs, COP summits).

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *AGARWAL KC. Environmental Biology. Nidhi Publishers; 2001.*
- *RAO MN, DUTTA AK. Wastewater Treatment. Oxford & IBH Publishing; 2005.*
- *MILLER GT, SPOOLMAN S. Environmental Science. 16th ed. Cengage Learning; 2019.*
- *MINISTRY OF ENVIRONMENT, FOREST AND CLIMATE CHANGE, GOVT. OF INDIA. Biomedical Waste Management Rules. 2016 (amended 2018).*
- *ODUM EP, BARRETT GW. Fundamentals of Ecology. 5th ed. Cengage; 2005.*

Course Title: First Aid	L	T	P	Cr
Course Code: BVH212	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the principles and objectives of first aid.
2. Demonstrate skills for providing immediate care in common medical and surgical emergencies.
3. Apply first aid techniques for injuries, burns, poisoning, and environmental hazards.
4. Perform CPR and basic life support measures.
5. Promote safety awareness and preparedness in healthcare and community settings.

Course Contents

UNIT–I: Introduction and Basic Principles (10 Hours)

- Definition, aims, and importance of first aid.
- Role and responsibilities of a first aider.
- First aid kit: contents and uses.
- Basic principles of patient assessment (primary and secondary survey).
- Vital signs monitoring.

UNIT–II: First Aid in Common Emergencies (10 Hours)

- Wounds, bleeding, and shock.
- Burns and scalds: classification and management.
- Fractures, dislocations, and sprains.
- Poisoning: general principles of management.
- Bites and stings (snake bite, dog bite, insect stings).

UNIT–III: First Aid in Medical Emergencies (5 Hours)

- Fainting, seizures, stroke, and heart attack.
- Asthma and breathing difficulties.
- Choking: Heimlich maneuver.
- Allergic reactions and anaphylaxis.

UNIT–IV: Resuscitation and Environmental Emergencies (5 Hours)

- Cardiopulmonary resuscitation (CPR) – adult, child, and infant.

- Drowning and near-drowning cases.

- Heat stroke, hypothermia, and frostbite.

- Disaster preparedness: role of first aid in mass casualties.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- AMERICAN RED CROSS. First Aid/CPR/AED Participant's Manual. Staywell; 2016.

- ST. JOHN AMBULANCE. First Aid Manual. 11th ed. DK Publishing; 2021.

- AMERICAN HEART ASSOCIATION. Basic Life Support (BLS) Provider Manual. AHA; 2020.

- SINGH R. First Aid and Emergency Care. Jaypee Brothers; 2018.

- WHO. Emergency Care and First Aid Training Manual. Geneva: World Health Organization; 2018.

Semester 3rd

Course Title: Human Resource Management in Hospitals	L	T	P	Cr
Course Code: BVH301	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the concepts and functions of human resource management (HRM) in healthcare organizations.
2. Apply HR planning, recruitment, and selection techniques in hospital settings.
3. Explain training, performance appraisal, and employee welfare measures in hospitals.
4. Analyze the role of HR in handling industrial relations, grievances, and employee motivation.
5. Evaluate emerging trends in HRM with a focus on healthcare services.

Course Contents

UNIT–I: Introduction to HRM in Hospitals (10 Hours)

- Concept, scope, and importance of HRM.
- Role of HR manager in healthcare organizations.
- HR planning: manpower forecasting and job analysis.
- Recruitment and selection process in hospitals.

UNIT–II: Training and Development (10 Hours)

- Induction and orientation programs.
- Training methods: on-the-job and off-the-job.
- Continuing medical education (CME) and staff development.
- Performance appraisal methods in healthcare.
- Career planning and succession planning.

UNIT–III: Employee Relations and Welfare (5 Hours)

- Employee motivation and job satisfaction.

- Industrial relations in hospitals.

- Handling grievances and disciplinary procedures.

- Employee health, safety, and welfare measures.

UNIT–IV: Emerging Trends in HRM for Healthcare (5 Hours)

- Human resource information system (HRIS).

- Strategic HRM and talent management.

- Employee engagement and retention strategies.

- Challenges in HRM in hospitals (workforce diversity, stress, attrition).

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*

- *DECENZO DA, ROBBINS SP, VERHULST SL. Human Resource Management. 12th ed. Wiley; 2016.*

- *ASWATHAPPA K. Human Resource Management: Text and Cases. 8th ed. McGraw Hill; 2017.*

- *PANDYA R. Human Resource Management in Health Care. Jaypee Brothers; 2015.*

- *DESSLER G. Human Resource Management. 16th ed. Pearson Education; 2020.*

Course Title: Principles of Epidemiology & Public Health	L	T	P	Cr
Course Code: BVH302	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the basic concepts, scope, and importance of epidemiology in public health.
2. Describe different epidemiological study designs and their applications.
3. Calculate and interpret basic measures of disease frequency and association.
4. Analyze the role of epidemiology in disease prevention and health promotion.
5. Apply principles of epidemiology in planning and evaluating public health programs.

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Course Contents

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UNIT–I: Introduction to Epidemiology (10 Hours)

- Definition, scope, and uses of epidemiology.
- History and development of epidemiology.
- Natural history of disease and levels of prevention.
- Concepts of epidemic, endemic, pandemic, sporadic, and outbreak investigation.

UNIT–II: Epidemiological Methods (10 Hours)

- Descriptive epidemiology: person, place, time distribution.
- Analytical epidemiology: case–control and cohort studies.
- Experimental epidemiology: clinical and field trials.
- Sources of epidemiological data: census, vital statistics, hospital records, surveys.

UNIT–III: Measures in Epidemiology (5 Hours)

- Measures of morbidity: incidence, prevalence.
- Measures of mortality: crude death rate, specific death rates, infant and maternal mortality.
- Measures of association: relative risk, odds ratio, attributable risk.

UNIT–IV: Public Health Applications (5 Hours)

- Epidemiology in communicable and non-communicable diseases.
- Screening of diseases: principles and examples.
- Surveillance systems in public health.
- Role of epidemiology in health program planning and evaluation.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings (Vancouver Style)

- *PARK K. Park's Textbook of Preventive and Social Medicine. 27th ed. Banarsidas Bhanot; 2023.*
- *GORDIS L. Epidemiology. 6th ed. Elsevier; 2019.*
- *BONITA R, BEAGLEHOLE R, KJELLSTRÖM T. Basic Epidemiology. 2nd ed. World Health Organization; 2006.*
- *DETELS R, GULLIFORD M, KARAN A, TAN CC. Oxford Textbook of Global Public Health. 7th ed. Oxford University Press; 2021.*
- *NELSON KE, WILLIAMS CFM. Infectious Disease Epidemiology: Theory and Practice. 3rd ed. Jones & Bartlett; 2014.*

Course Title: Healthcare Laws & Ethics	L	T	P	Cr
Course Code: BVH303	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the legal framework governing healthcare practice in India.
2. Explain patient rights, duties of healthcare professionals, and ethical principles in medicine.
3. Analyze medico-legal issues commonly encountered in hospitals.
4. Apply bioethical principles in clinical decision-making.
5. Evaluate contemporary challenges in healthcare laws and ethics.

Course Contents

UNIT–I: Introduction to Healthcare Laws (10 Hours)

- Importance of laws in healthcare delivery.
- Overview of Indian legal system related to health.
- Medical Council of India / National Medical Commission regulations.
- Consumer Protection Act (CPA) and its relevance to healthcare.

UNIT–II: Patient Rights and Duties of Healthcare Professionals (10 Hours)

- Fundamental rights of patients: confidentiality, informed consent, autonomy.
- Right to health and healthcare access.
- Duties and responsibilities of doctors, nurses, and allied health staff.
- Documentation, medical records, and legal implications.

UNIT–III: Medico-Legal Issues (5 Hours)

- Medical negligence and malpractice.
- Handling medico-legal cases: assault, accidents, poisoning.
- Legal aspects of organ transplantation, MTP Act, PCPNDT Act.

UNIT–IV: Medical Ethics and Contemporary Issues (5 Hours)

- Principles of bioethics: autonomy, beneficence, non-maleficence, justice.
- End-of-life decisions, euthanasia, and palliative care ethics.
- Ethical issues in clinical trials and research.
- Emerging concerns: telemedicine ethics, confidentiality in digital health.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *PARIKH CK. Parikh's Textbook of Medical Jurisprudence and Toxicology. 7th ed. CBS Publishers; 2016.*
- *SINGH Y. Medical Law and Ethics in India. Universal Law Publishing; 2017.*
- *BEAUCHAMP TL, CHILDRESS JF. Principles of Biomedical Ethics. 8th ed. Oxford University Press; 2019.*
- *NATIONAL MEDICAL COMMISSION. Code of Ethics Regulations. Government of India; 2020.*
- *WHO. Standards and Operational Guidance for Ethics Review of Health-Related Research with Human Participants. Geneva: World Health Organization; 2011.*

Course Title: Hospital Planning & Design	L	T	P	Cr
Course Code: BVH304	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the principles and processes of hospital planning and design.
2. Explain site selection, space allocation, and functional layout of hospitals.
3. Analyze the design and workflow of different hospital departments.
4. Apply safety, infection control, and environmental considerations in hospital design.
5. Evaluate emerging trends and innovations in hospital architecture and technology integration.

Course Contents

UNIT–I: Introduction to Hospital Planning (10 Hours)

- Concept, objectives, and scope of hospital planning.
- Steps in planning a hospital project.
- Site selection criteria and feasibility studies.
- Master plan and space standards in hospitals.

UNIT–II: Hospital Design and Layout (10 Hours)

- General principles of hospital design (flexibility, accessibility, circulation).
- Outpatient and inpatient department planning.
- Operation theatre complex – design and infection control measures.
- Intensive care units (ICU), emergency department, and diagnostic areas.

UNIT–III: Supportive and Utility Services (5 Hours)

- Planning of pharmacy, laboratory, radiology, and blood bank.

- CSSD (Central Sterile Supply Department).
- Dietary, laundry, and engineering services.
- Waste disposal systems and environmental considerations.

UNIT–IV: Trends and Innovations in Hospital Design (5 Hours)

- Hospital accreditation standards and design compliance (NABH, JCI).
- Green hospital concepts: energy conservation, eco-friendly design.
- Role of IT and hospital information systems in design.
- Smart hospitals and future trends.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings (Vancouver Style)

- GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.
- MCDONALD R, NORTON E. Hospital Planning and Administration. 2nd ed. Jaypee Brothers; 2018.
- JOSHI A, GHOSH S. Hospital Administration and Planning. Jaypee Brothers; 2014.
- WHO. Manual for Hospital Planning and Design. Geneva: World Health Organization; 2002.
- MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA. Indian Public Health Standards (IPHS) Guidelines. 2021.

Course Title: Research Methodology in Health care	L	T	P	Cr
Course Code: BVH305	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the fundamental concepts and significance of research in healthcare.
2. Formulate research problems, objectives, and hypotheses.
3. Differentiate between qualitative and quantitative research methods.
4. Apply data collection techniques and sampling methods in healthcare research.
5. Analyze research findings and prepare a structured research report.

Course Contents

UNIT–I: Introduction to Research (10 Hours)

- Definition, scope, and importance of research in healthcare.
- Types of research: basic, applied, clinical, and operational research.
- Research process: steps and flow.
- Identifying and defining research problems.

UNIT–II: Research Design and Methods (10 Hours)

- Research designs: descriptive, analytical, experimental, and qualitative.
- Sampling techniques: probability and non-probability sampling.
- Data collection methods: observation, interview, questionnaire, records.
- Validity, reliability, and ethical considerations in research.

UNIT–III: Data Analysis and Interpretation (5 Hours)

- Types of data: qualitative and quantitative.
- Descriptive statistics: mean, median, mode, standard deviation.
- Basics of inferential statistics: t-test, chi-square (conceptual overview).

- Use of software (SPSS/Excel) for data analysis (demonstration).

UNIT–IV: Research Reporting and Application (5 Hours)

- Structure of a research proposal.
- Writing research reports and referencing styles (Vancouver, APA).
- Evidence-based practice and its relevance in healthcare.
- Publication process and plagiarism awareness.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *CRESWELL JW, CRESWELL JD. Research Design: Qualitative, Quantitative, and Mixed Methods Approaches. 5th ed. Sage Publications; 2018.*
- *KOTHARI CR, GARG G. Research Methodology: Methods and Techniques. 4th ed. New Age International; 2019.*
- *INDIAN COUNCIL OF MEDICAL RESEARCH. National Ethical Guidelines for Biomedical and Health Research Involving Human Participants. New Delhi: ICMR; 2017.*
- *THOMAS JR, NELSON JK, SILVERMAN SJ. Research Methods in Physical Activity. 8th ed. Human Kinetics; 2022.*
- *POLIT DF, BECK CT. Nursing Research: Generating and Assessing Evidence for Nursing Practice. 11th ed. Wolters Kluwer; 2020.*

Course Title: Human Resource Management in Hospitals Practical	L	T	P	Cr.
Course Code: BVH306	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Apply HR planning, recruitment, and selection processes in simulated hospital settings.
2. Prepare job descriptions, duty rosters, and performance appraisal formats.
3. Demonstrate skills in handling grievances, training needs assessment, and employee motivation.
4. Analyze HR issues in healthcare through case studies and role-plays.
5. Prepare reports on HR policies and practices relevant to hospitals.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of an organizational chart for a hospital.
- Drafting job descriptions for doctors, nurses, and paramedical staff.
- Exercise on manpower planning and workload analysis.
- Simulation of recruitment and selection process (advertisement, shortlisting, interview).
- Preparation of induction and orientation program for new employees.
- Designing a training needs assessment form for hospital staff.
- Role-play: Conducting a performance appraisal interview.
- Preparation of a duty roster for nurses and technicians.
- Case study on employee motivation and job satisfaction in hospitals.
- Designing employee welfare and safety measures checklist.
- Handling grievances: mock scenarios and resolution strategies.
- Preparation of employee feedback/satisfaction survey.
- Group activity: HR challenges in multi-specialty hospitals.
- Report writing on HR policies of a selected hospital.

- Mini-project: Preparation of a complete HR manual (recruitment to exit policy) for a hospital department.

Suggested Readings

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*

- *DECENZO DA, ROBBINS SP, VERHULST SL. Human Resource Management. 12th ed. Wiley; 2016.*

- *ASWATHAPPA K. Human Resource Management: Text and Cases. 8th ed. McGraw Hill; 2017.*

- *PANDYA R. Human Resource Management in Health Care. Jaypee Brothers; 2015.*

- *DESSLER G. Human Resource Management. 16th ed. Pearson Education; 2020.*

Course Title: Principles of Epidemiology & Public Health Practical	L	T	P	Cr.
Course Code: BVH307	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Apply epidemiological methods in data collection, analysis, and interpretation.

2. Calculate and interpret common epidemiological measures (incidence, prevalence, mortality).

3. Conduct basic outbreak investigations and prepare reports.

4. Demonstrate understanding of screening, surveillance, and public health program evaluation.

5. Develop case studies and mini-projects linking epidemiology with community health issues.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of glossary of key epidemiological terms.

- Calculation of incidence and prevalence from given data sets.

- Calculation of mortality rates: crude death rate, IMR, MMR.

- Calculation of association measures: relative risk, odds ratio (case examples).

- Exercise on natural history of disease and levels of prevention (case study).

- Designing a sample survey for assessing health status in a community.

- Data collection and tabulation from health records (mock/simulated data).

- Preparation of epidemic curve from outbreak data.

- Case study: Outbreak investigation and control measures.

- Exercise on screening tests – sensitivity, specificity, predictive values.

- Demonstration of surveillance methods (syndromic, sentinel, integrated disease surveillance).

- Group work: Analysis of a national health program using epidemiological indicators.
- Preparation of report on epidemiology of a communicable disease (e.g., TB, malaria, HIV).
- Preparation of report on epidemiology of a non-communicable disease (e.g., diabetes, hypertension).
- Mini-project: Community health profile preparation (based on secondary data).

Suggested Readings

- *PARK K. Park's Textbook of Preventive and Social Medicine. 27th ed. Banarsidas Bhanot; 2023.*
- *GORDIS L. Epidemiology. 6th ed. Elsevier; 2019.*
- *BONITA R, BEAGLEHOLE R, KJELLSTRÖM T. Basic Epidemiology. 2nd ed. World Health Organization; 2006.*
- *NELSON KE, WILLIAMS CFM. Infectious Disease Epidemiology: Theory and Practice. 3rd ed. Jones & Bartlett; 2014.*
- *DETELS R, GULLIFORD M, KARAN A, TAN CC. Oxford Textbook of Global Public Health. 7th ed. Oxford University Press; 2021.*

Course Title: Healthcare Laws & Ethics Practical	L	T	P	Cr.
Course Code: BVH308	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Apply legal and ethical principles to real-life healthcare scenarios.
2. Demonstrate understanding of patient rights, consent, and confidentiality.
3. Analyze medico-legal cases and prepare case reports.
4. Recognize ethical dilemmas in clinical practice and suggest possible solutions.
5. Develop skills in documentation, reporting, and ethical decision-making.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a glossary of key legal and ethical terms in healthcare.
- Exercise on preparation of informed consent forms.
- Role-play: Patient rights and doctor–patient communication.
- Case study on medical negligence (analysis and reporting).
- Preparation of medico-legal case report (MLC format).
- Exercise on confidentiality and handling patient records.
- Role-play: Ethical issues in end-of-life care and euthanasia.
- Group discussion: Organ transplantation and legal framework in India.
- Case analysis: PCPNDT Act violation scenarios.
- Mock session on handling medico-legal emergencies (assault, poisoning, accidents).
- Exercise on documentation for biomedical waste management compliance.
- Case study on ethical issues in clinical trials and research.
- Preparation of patient rights charter (as per NHRC/NMC guidelines).

- Group presentation on contemporary ethical dilemmas in digital health/telemedicine.
- Mini-project: Compilation of 5 medico-legal/ethical cases from newspapers, journals, or reports with student commentary.

Suggested Readings

- *PARIKH CK. Parikh's Textbook of Medical Jurisprudence and Toxicology. 7th ed. CBS Publishers; 2016.*
- *SINGH Y. Medical Law and Ethics in India. Universal Law Publishing; 2017.*
- *BEAUCHAMP TL, CHILDRESS JF. Principles of Biomedical Ethics. 8th ed. Oxford University Press; 2019.*
- *NATIONAL MEDICAL COMMISSION. Code of Ethics Regulations. Government of India; 2020.*
- *WHO. Standards and Operational Guidance for Ethics Review of Health-Related Research with Human Participants. Geneva: World Health Organization; 2011.*

Course Title: Hospital Planning & Design Practical	L	T	P	Cr.
Course Code: BVH309	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Prepare layouts and organizational charts of different hospital departments.
2. Apply principles of space planning, workflow, and circulation in hospital design.
3. Demonstrate planning for clinical, diagnostic, and support services in hospitals.
4. Incorporate infection control and safety measures in design exercises.
5. Analyze case studies of existing hospitals and suggest improvements.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a master plan layout of a hospital (basic sketch).
- Designing an organizational chart of a multi-specialty hospital.
- Space allocation exercise for outpatient department (OPD).
- Preparation of layout plan for inpatient wards.
- Design exercise: Operation theatre complex (with zoning and infection control).
- Planning of intensive care unit (ICU) layout.
- Preparation of emergency department layout.
- Design of diagnostic services block (laboratory and radiology).
- Planning of pharmacy and blood bank.
- Preparation of CSSD (Central Sterile Supply Department) layout.
- Planning of support services: dietary, laundry, and engineering.
- Waste management and biomedical waste disposal planning.
- Case study visit: Analysis of a local hospital's design (report writing).
- Exercise on green hospital and eco-friendly design concepts.
- Mini-project: Preparation of a detailed departmental design report for a hypothetical hospital.

Suggested Readings

- *MCDONALD R, NORTON E. Hospital Planning and Administration. 2nd ed. Jaypee Brothers; 2018.*

- *JOSHI A, GHOSH S. Hospital Administration and Planning. Jaypee Brothers; 2014.*

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*

- *WHO. Manual for Hospital Planning and Design. Geneva: World Health Organization; 2002.*

- *MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA. Indian Public Health Standards (IPHS) Guidelines. 2021.*

Course Title: Research Methodology in Health care Practical	L	T	P	Cr.
Course Code: BVH310	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Formulate research problems, objectives, and hypotheses in healthcare.
2. Design research proposals using appropriate methods and sampling techniques.
3. Apply data collection tools (questionnaires, interviews, observation).
4. Perform basic data analysis using descriptive and inferential statistics.
5. Prepare research reports and presentations following ethical guidelines.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a glossary of key research terms.
- Exercise on identifying a research problem from healthcare settings.
- Writing research objectives and hypotheses.
- Designing a simple research proposal.
- Preparation of data collection tools (questionnaire, checklist, interview schedule).
- Mock data collection exercise using survey methods.
- Application of sampling techniques: random, stratified, cluster (demonstrations).
- Tabulation and classification of raw data.
- Calculation of descriptive statistics: mean, median, mode, SD.
- Demonstration of inferential statistics (t-test, chi-square using sample data).
- Use of MS Excel/SPSS for data entry and basic analysis.
- Exercise on referencing styles (Vancouver/APA) and bibliography preparation.

- Preparing an abstract for a healthcare research study.
- Critical review of a published healthcare research article (group activity).
- Mini-project: Preparation and presentation of a short research proposal/report.

Suggested Readings

- *CRESWELL JW, CRESWELL JD. Research Design: Qualitative, Quantitative, and Mixed Methods Approaches. 5th ed. Sage Publications; 2018.*
- *KOTHARI CR, GARG G. Research Methodology: Methods and Techniques. 4th ed. New Age International; 2019.*
- *POLIT DF, BECK CT. Nursing Research: Generating and Assessing Evidence for Nursing Practice. 11th ed. Wolters Kluwer; 2020.*
- *INDIAN COUNCIL OF MEDICAL RESEARCH. National Ethical Guidelines for Biomedical and Health Research Involving Human Participants. New Delhi: ICMR; 2017.*
- *THOMAS JR, NELSON JK, SILVERMAN SJ. Research Methods in Physical Activity. 8th ed. Human Kinetics; 2022.*

Course Title: Community Health & Primary Care	L	T	P	Cr
Course Code: BVH311	3	0	0	3

Total Hours 45

Learning Outcomes: After completion of this course, the learner will be able to:

1. Explain the concepts, principles, and importance of community health and primary care.
2. Describe the structure and organization of healthcare delivery in India at community and primary levels.
3. Apply knowledge of national health programs for disease prevention and health promotion.
4. Analyze the role of healthcare workers in maternal, child, and family welfare services.
5. Evaluate primary health care initiatives, challenges, and strategies for universal health coverage.

Course Contents

UNIT–I: Introduction to Community Health (15 Hours)

- Concept of health, determinants of health, and spectrum of health.
- Principles of community health.
- History and development of community health in India.
- Levels of health care: primary, secondary, tertiary.
- Role of community health workers in healthcare delivery.

UNIT–II: Organization of Primary Health Care in India (10 Hours)

- Structure and functions of Sub-centres, PHCs, CHCs.
- Role of ASHA, ANM, and multipurpose health workers.
- Indian Public Health Standards (IPHS).
- Referral system in India.

UNIT–III: National Health Programs (10 Hours)

- Overview and objectives of major national health programs:

> ➢ National Tuberculosis Elimination Program (NTEP).
>
> ➢ National AIDS Control Program (NACP).
>
> ➢ National Vector Borne Disease Control Program (NVBDCP).
>
> ➢ Universal Immunization Program (UIP).

- Maternal and child health programs.

UNIT–IV: Emerging Issues in Community Health (10 Hours)

- Ayushman Bharat and Health & Wellness Centres.
- National Health Policy 2017.
- Community participation and health education.
- Challenges in community health: NCDs, lifestyle diseases, environmental health issues.
- Sustainable Development Goals (SDGs) and health.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *PARK K. Park's Textbook of Preventive and Social Medicine. 27th ed. Banarsidas Bhanot; 2023.*
- *GHAI OP, GUPTA P, PAUL VK. Textbook of Preventive and Social Medicine. CBS Publishers; 2021.*
- *GOVT. OF INDIA. National Health Policy 2017. Ministry of Health and Family Welfare; 2017.*
- *WHO. Primary Health Care: Report of the International Conference on Primary Health Care, Alma-Ata, USSR, 1978. Geneva: World Health Organization; 1978.*
- *BAUM F. The New Public Health. 4th ed. Oxford University Press; 2016.*

Semester 4th

Course Title: Financial Management in Healthcare	L	T	P	Cr
Course Code: BVH401	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the fundamental concepts and principles of financial management in healthcare.

2. Apply budgeting, accounting, and financial planning techniques in healthcare organizations.

3. Analyze healthcare costs, revenues, and financial statements.

4. Evaluate different sources of healthcare financing and their impact on service delivery.

5. Utilize financial management tools for decision-making in hospitals and healthcare organizations.

Course Contents

UNIT–I: Introduction to Financial Management in Healthcare (10 Hours)

- Meaning, scope, and objectives of financial management.
- Role of finance in healthcare organizations.
- Principles of financial management.
- Financial decision-making in hospitals.

UNIT–II: Healthcare Accounting and Budgeting (10 Hours)

- Basics of healthcare accounting.
- Preparation and interpretation of financial statements (income & expenditure, balance sheet).
- Cost classification and cost control in hospitals.
- Budgeting process: capital and operational budgeting.

UNIT–III: Healthcare Financing (5 Hours)

- Sources of healthcare finance: government, private, insurance, international aid.
- Health insurance schemes in India (Ayushman Bharat, ESIC, CGHS).

- Public–private partnerships in healthcare financing.

UNIT–IV: Financial Analysis and Emerging Issues (5 Hours)

- Financial performance indicators in hospitals.

- Break-even analysis and cost–benefit analysis.

- Challenges in healthcare financial management.

- Trends in digital finance and healthcare economics.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *KAPLAN RS, PORTER ME. How to Solve the Cost Crisis in Health Care. Harvard Business Review; 2011.*

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*

- *RUPARELIA P. Financial Management for Hospitals and Healthcare Organizations. Sage Publications; 2019.*

- *KAPLAN RS, ANDERSON SR. Time-Driven Activity-Based Costing. Harvard Business School Press; 2007.*

- *WORLD HEALTH ORGANIZATION. Health Financing for Universal Coverage. Geneva: WHO; 2010.*

Course Title: Marketing of Healthcare Services	L	T	P	Cr
Course Code: BVH402	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the concepts and principles of marketing in healthcare.
2. Apply marketing mix strategies (7Ps) to healthcare services.
3. Analyze consumer behavior and patient satisfaction in healthcare.
4. Develop marketing plans for hospitals and healthcare organizations.
5. Evaluate the role of digital marketing and branding in healthcare.

Course Contents

UNIT–I: Introduction to Healthcare Marketing (10 Hours)

- Concept and scope of marketing in healthcare.
- Difference between marketing of goods and services.
- Characteristics of healthcare services.
- Importance of marketing in hospitals and healthcare organizations.

UNIT–II: Marketing Mix for Healthcare Services (10 Hours)

- 7Ps of service marketing: Product, Price, Place, Promotion, People, Process, Physical Evidence.
- Service quality in healthcare: SERVQUAL model.
- Patient satisfaction and service excellence.
- Role of CRM (Customer Relationship Management) in healthcare.

UNIT–III: Consumer Behavior in Healthcare (5 Hours)

- Factors influencing patient behavior and decision-making.
- Patient expectations, perceptions, and experience.
- Measuring patient loyalty and retention strategies.

UNIT–IV: Emerging Trends in Healthcare Marketing (5 Hours)

- Digital marketing in healthcare: social media, websites, online reviews.
- Branding and image building of hospitals.
- Medical tourism and international healthcare marketing.
- Ethical issues in healthcare marketing.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *KOTLER P, SHALIN S, SHALIN K. Marketing Management. 15th ed. Pearson; 2016.*

- *SHANKAR R. Services Marketing: The Indian Perspective. Excel Books; 2019.*

- *BERRY LL, PARASURAMAN A. Marketing Services: Competing Through Quality. Free Press; 1991.*

- *GUPTA S. Healthcare Marketing: A Case Study Approach. Jaypee Brothers; 2015.*

- *WORLD HEALTH ORGANIZATION. Patient Engagement and Marketing of Health Services. Geneva: WHO; 2018.*

Course Title: Quality Assurance in Healthcare	L	T	P	Cr
Course Code: BVH403	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the principles and importance of quality assurance in healthcare.
2. Apply quality improvement tools and techniques in hospital and clinical settings.
3. Analyze accreditation standards and their role in improving patient safety.
4. Evaluate healthcare quality indicators and audit methods.
5. Develop strategies for continuous quality improvement (CQI) in healthcare organizations.

Course Contents

UNIT–I: Introduction to Quality in Healthcare (10 Hours)

- Concept, scope, and importance of quality in healthcare.
- Dimensions of quality: safety, effectiveness, patient-centeredness, timeliness, efficiency, equity.
- Historical development of quality assurance in healthcare.
- Models of healthcare quality improvement (Donabedian model, PDSA cycle).

UNIT–II: Standards, Accreditation, and Certification (10 Hours)

- National and international accreditation systems: NABH, JCI, ISO.
- Role of accreditation in patient safety and service quality.
- Standard Operating Procedures (SOPs) in hospitals.
- Quality indicators and benchmarking in healthcare.

UNIT–III: Quality Assurance Tools and Techniques (5 Hours)

- Quality control charts, checklists, fishbone diagram.
- Root cause analysis and failure mode effect analysis (FMEA).
- Clinical audits and peer reviews.

UNIT–IV: Emerging Trends in Quality Management (5 Hours)

- Patient safety culture in healthcare organizations.
- Role of technology in quality improvement (EHRs, HIS, digital dashboards).
- Six Sigma and Lean management in healthcare.
- Continuous quality improvement (CQI) and patient satisfaction surveys.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*
- *JOSHI A, RAHMANZAD S, BERWICK DM. Healthcare Quality: The Clinician's Primer. 2nd ed. Jones & Bartlett Learning; 2019.*
- *BISSONNETTE S. Quality Management in Healthcare. Jones & Bartlett Learning; 2014.*
- *NATIONAL ACCREDITATION BOARD FOR HOSPITALS & HEALTHCARE PROVIDERS (NABH). Accreditation Standards for Hospitals. 5th ed. Quality Council of India; 2020.*
- *WORLD HEALTH ORGANIZATION. Quality of Care: A Process for Making Strategic Choices in Health Systems. Geneva: WHO; 2006.*

Course Title: Inventory & Materials Management	L	T	P	Cr
Course Code: BVH404	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the principles and importance of inventory and materials management in healthcare.
2. Apply methods of procurement, storage, and distribution of medical supplies.
3. Analyze inventory control techniques and material flow in hospitals.
4. Evaluate logistics, supply chain management, and cost optimization in healthcare.
5. Ensure patient safety and efficiency through effective materials management.

Course Contents

UNIT–I: Introduction to Materials Management (10 Hours)

- Concept, scope, and objectives of materials management.
- Role of materials management in hospitals.
- Functions of the materials management department.
- Relationship with other hospital departments.

UNIT–II: Procurement and Inventory Management (10 Hours)

- Principles and process of procurement.
- Tendering, purchasing procedures, and vendor management.
- Types of inventory: consumables, equipment, drugs, and surgical items.
- Inventory control techniques: ABC, VED, FSN, SDE analysis.

UNIT–III: Storage and Distribution (5 Hours)

- Principles of storage of medical supplies.
- Central stores organization.
- Cold chain management for vaccines and biologicals.
- Distribution systems in hospitals.

UNIT–IV: Emerging Trends in Materials & Inventory Management (5 Hours)

- Logistics and supply chain management in healthcare.
- Just-in-time (JIT) inventory system.
- Computerized inventory control and ERP systems.
- Green supply chain and waste reduction initiatives.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*
- *SANDERS NR. Supply Chain Management: A Global Perspective. 3rd ed. Wiley; 2017.*
- *DATTA AK. Materials Management: Procedures, Text and Cases. PHI Learning; 2016.*
- *VEDPRAKASH. Hospital Stores Management: An Integrated Approach. Jaypee Brothers; 2012.*
- *WORLD HEALTH ORGANIZATION. A Guide to Good Storage Practices for Pharmaceuticals. Geneva: WHO; 2003.*

Course Title: Disaster Management in Hospitals	L	T	P	Cr
Course Code: BVH405	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the principles and phases of disaster management.
2. Identify types of disasters and their impact on hospitals and healthcare delivery.
3. Develop hospital disaster preparedness and response plans.
4. Apply triage, emergency communication, and resource mobilization strategies during disasters.
5. Evaluate post-disaster recovery and mitigation measures for healthcare institutions.

Course Contents

UNIT–I: Introduction to Disaster Management (10 Hours)

- Concept, definition, and scope of disaster management.
- Classification of disasters: natural and man-made.
- Disaster cycle: mitigation, preparedness, response, recovery.
- Impact of disasters on healthcare facilities.

UNIT–II: Hospital Preparedness for Disasters (10 Hours)

- Hospital Disaster Management Plan (HDMP): objectives and components.
- Hazard vulnerability assessment (HVA).
- Role of hospital administration and staff in disaster preparedness.
- Stockpiling and logistics planning.

UNIT–III: Response and Emergency Management (5 Hours)

- Hospital Incident Command System (HICS).
- Triage systems in mass casualty incidents.
- Communication and coordination with external agencies.

- Emergency evacuation procedures and drills.

UNIT–IV: Recovery and Emerging Trends (5 Hours)

- Post-disaster rehabilitation and continuity of services.
- Psychological support and counseling for victims and staff.
- Legal and ethical issues in disaster response.
- Emerging trends: digital health, telemedicine, and AI in disaster management.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*
- *WORLD HEALTH ORGANIZATION. Hospital Emergency Response Checklist: An All-Hazards Tool for Hospital Administrators and Emergency Managers. Geneva: WHO; 2011.*
- *ALEXANDER D. Principles of Emergency Planning and Management. 2nd ed. Oxford University Press; 2015.*
- *MINISTRY OF HOME AFFAIRS, GOVT. OF INDIA. National Disaster Management Guidelines. New Delhi: NDMA; 2016.*
- *CIOTONE GR. Ciottone's Disaster Medicine. 2nd ed. Elsevier; 2016.*

Course Title: Information System Management	L	T	P	Cr.
Course Code: BVH406	2	0	0	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the role and importance of information systems in healthcare and hospital management.
2. Analyze the structure and functions of different types of information systems.
3. Apply principles of database management and decision support in healthcare.
4. Demonstrate knowledge of emerging trends such as cloud computing, telemedicine, and health informatics.
5. Critically evaluate the challenges in implementing information systems including security, privacy, and ethical issues.

Course Contents

UNIT I: Introduction to Information Systems (10 Hours)

- Concept and importance of Information Systems (IS)
- Components: hardware, software, data, people, processes
- Types of Information Systems: TPS, MIS, DSS, EIS, ERP
- Role of IS in healthcare and hospital administration

UNIT II: Database & Information Management (10 Hours)

- Database concepts and structures
- Data models and data warehouses
- Hospital Information Systems (HIS) and Clinical Information Systems (CIS)
- Electronic Health Records (EHR) and EMR systems

UNIT III: Decision Support & Emerging Technologies (5 Hours)

- Decision Support Systems (DSS) in healthcare
- Data mining and business intelligence applications
- Telemedicine, cloud computing, and mobile health (mHealth)

UNIT IV: Security, Ethics & Future Trends (5 Hours)

- Information security, cybersecurity, and data privacy
- Legal and ethical issues in healthcare information management
- Future trends: AI in health information systems, big data analytics, IoT in healthcare

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *Laudon KC, Laudon JP. Management Information Systems: Managing the Digital Firm. Pearson Education.*
- *Wager KA, Lee FW, Glaser JP. Health Care Information Systems: A Practical Approach for Health Care Management. Jossey-Bass.*
- *O'Brien JA, Marakas GM. Introduction to Information Systems. McGraw-Hill.*
- *Shortliffe EH, Cimino JJ. Biomedical Informatics: Computer Applications in Health Care and Biomedicine. Springer.*
- *Gupta A. Management Information Systems. Sultan Chand & Sons.*

Course Title: Financial Management in Healthcare Practical	L	T	P	Cr.
Course Code: BVH407	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Apply principles of accounting and finance in healthcare settings.
2. Prepare and interpret hospital financial statements.
3. Develop and analyze hospital budgets and cost structures.
4. Conduct financial ratio analysis and break-even analysis for decision-making.
5. Evaluate cost-effectiveness and resource utilization in healthcare organizations.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a hospital organizational financial chart.
- Exercise on journal entries and ledger posting for hospital transactions.
- Preparation of trial balance from given healthcare data.
- Preparation of hospital income & expenditure account.
- Preparation of a balance sheet for a healthcare organization.
- Preparation of a cash flow statement.
- Exercise on cost classification in hospitals (fixed, variable, direct, indirect).
- Budget preparation: operating and capital budgets for a hospital department.
- Variance analysis using budget vs. actual data.
- Break-even analysis for a healthcare service (case-based exercise).
- Ratio analysis (liquidity, profitability, efficiency) of hospital financial data.
- Case study: Financial management of a private vs. government hospital.

- Exercise on healthcare financing schemes (Ayushman Bharat, CGHS, ESIC).
- Simulation: Resource allocation for a hospital during financial constraints.
- Mini-project: Preparation of a financial management report for a hypothetical hospital/clinic.

Suggested Readings

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*
- *RUPARELIA P. Financial Management for Hospitals and Healthcare Organizations. Sage Publications; 2019.*
- *KAPLAN RS, ANDERSON SR. Time-Driven Activity-Based Costing. Harvard Business School Press; 2007.*
- *KAPLAN RS, PORTER ME. Redefining Health Care: Creating Value-Based Competition on Results. Harvard Business Review Press; 2006.*
- *WORLD HEALTH ORGANIZATION. Health Financing for Universal Coverage. Geneva: WHO; 2010.*

Course Title: Marketing of Healthcare Services Practical	L	T	P	Cr.
Course Code: BVH408	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Apply marketing concepts and strategies in healthcare settings.
2. Develop patient-centered marketing plans for hospitals and clinics.
3. Use digital tools and platforms for healthcare promotion.
4. Conduct surveys to measure patient satisfaction and service quality.
5. Analyze real-world healthcare marketing case studies and campaigns.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a glossary of healthcare marketing terms.
- Exercise on identifying unique features of healthcare as a service.
- Designing a marketing mix (7Ps) for a hospital/clinic.
- Preparation of a patient satisfaction survey questionnaire.
- Conducting a mock patient satisfaction survey and analyzing results.
- Case study: Service quality assessment using SERVQUAL model.
- Role-play: Handling patient inquiries and improving service communication.
- Designing a hospital brochure/pamphlet for awareness and promotion.
- Exercise on developing a healthcare branding strategy.
- Preparation of a social media campaign for health awareness (mock activity).
- Case study on medical tourism marketing in India.
- SWOT analysis of a selected hospital's marketing strategy.
- Designing a CRM (Customer Relationship Management) plan for hospitals.
- Group presentation: Ethical issues in healthcare marketing.
- Mini-project: Development of a marketing plan for a hypothetical healthcare facility.

Suggested Readings

- *KOTLER P, SHALIN S, SHALIN K. Marketing Management. 15th ed. Pearson; 2016.*

- *SHANKAR R. Services Marketing: The Indian Perspective. Excel Books; 2019.*

- *GUPTA S. Healthcare Marketing: A Case Study Approach. Jaypee Brothers; 2015.*

- *BERRY LL, PARASURAMAN A. Marketing Services: Competing Through Quality. Free Press; 1991.*

- *WORLD HEALTH ORGANIZATION. Patient Engagement and Marketing of Health Services. Geneva: WHO; 2018.*

Course Title: Quality Assurance in Healthcare Practical	L	T	P	Cr.
Course Code: BVH409	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Apply quality assurance principles in healthcare services.
2. Use quality improvement tools and techniques for patient safety.
3. Conduct audits and prepare quality monitoring reports.
4. Evaluate healthcare services using national and international quality standards.
5. Develop strategies for continuous quality improvement (CQI) in hospitals.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a glossary of quality assurance terms.
- Exercise on dimensions of healthcare quality (safety, effectiveness, timeliness, etc.).
- Preparation of checklists for hospital quality audits.
- Mock exercise: Conducting a hospital ward audit.
- Root Cause Analysis (RCA) for a case of medical error (simulation).
- Use of Fishbone diagram and Pareto chart in problem-solving.
- Preparation of Standard Operating Procedures (SOPs) for a hospital department.
- Exercise on quality indicators – calculation and interpretation.
- Case study: Accreditation process for NABH/JCI.
- Preparation of a patient satisfaction survey tool.
- Conducting a mock patient feedback analysis.
- Case study on infection control audit.
- Exercise on Failure Mode and Effect Analysis (FMEA).
- Preparation of a Continuous Quality Improvement (CQI) plan.
- Mini-project: Development of a Quality Assurance Report for a hypothetical hospital.

Suggested Readings

- *JOSHI A, RAHMANZAD S, BERWICK DM. Healthcare Quality: The Clinician's Primer. 2nd ed. Jones & Bartlett Learning; 2019.*

- *BISSONNETTE S. Quality Management in Healthcare. Jones & Bartlett Learning; 2014.*

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*

- *NATIONAL ACCREDITATION BOARD FOR HOSPITALS & HEALTHCARE PROVIDERS (NABH). Accreditation Standards for Hospitals. 5th ed. Quality Council of India; 2020.*

- *WORLD HEALTH ORGANIZATION. Quality of Care: A Process for Making Strategic Choices in Health Systems. Geneva: WHO; 2006.*

Course Title: Inventory & Materials Management Practical	L	T	P	Cr.
Course Code: BVH410	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Demonstrate knowledge of procurement, storage, and distribution processes in hospitals.
2. Apply inventory control techniques for efficient materials management.
3. Prepare stock registers, bin cards, and perform stock verification.
4. Manage cold chain and storage of critical supplies like vaccines and medicines.
5. Analyze supply chain and logistics practices in healthcare institutions.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of glossary of inventory and materials management terms.
- Exercise on preparation of purchase requisition and purchase order forms.
- Preparation of a vendor evaluation and selection checklist.
- Demonstration of inventory documentation: bin card and stock register.
- Practical on stock verification and reconciliation.
- ABC analysis of hospital inventory.
- VED analysis of essential medicines and consumables.
- FSN analysis of hospital supplies.
- Preparation of a materials budget for a hospital department.
- Demonstration of cold chain maintenance for vaccines.
- Case study on stock-out situation and its management.
- Practical on hospital supply chain and distribution system.
- Exercise on just-in-time (JIT) inventory management.
- Group work: Green supply chain and waste minimization in hospitals.

- Mini-project: Preparation of a complete inventory management plan for a healthcare unit.

Suggested Readings

- *DATTA AK. Materials Management: Procedures, Text and Cases. PHI Learning; 2016.*

- *VEDPRAKASH. Hospital Stores Management: An Integrated Approach. Jaypee Brothers; 2012.*

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*

- *SANDERS NR. Supply Chain Management: A Global Perspective. 3rd ed. Wiley; 2017.*

- *WORLD HEALTH ORGANIZATION. A Guide to Good Storage Practices for Pharmaceuticals. Geneva: WHO; 2003.*

Course Title: Disaster Management in Hospitals Practical	L	T	P	Cr
Course Code: BVH411	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Describe the principles and framework of disaster management in hospital settings.

2. Identify types of disasters and their impact on hospital services.

3. Explain the process of hospital preparedness planning and emergency response systems.

4. Demonstrate knowledge of triage, evacuation, and continuity of care during disasters.

5. Apply the legal, ethical, and administrative aspects of disaster management in healthcare.

List of Practicals / Experiments (60 Hours):

- Introduction & Orientation: Familiarization with hospital disaster management plan and command structure.

- Hazard and Vulnerability Assessment: Mapping risks within hospital premises (fire, structural, chemical, biological, radiological).

- Hospital Emergency Preparedness Plan: Drafting and evaluating an emergency response checklist (WHO model).

- Hospital Incident Command System (HICS): Roles, chain of command, and communication pathways (tabletop exercise).

- Triage Drills: Practicing START and SALT triage methods for multi-casualty incidents.

- Evacuation Simulations: Hands-on training for fire evacuation, safe patient transfer, and use of evacuation aids.

- Mock Drills: Earthquake, chemical spill, and mass casualty response drills with interdepartmental coordination.

- Continuity of Care Exercise: Ensuring essential services (ICU, OT, dialysis, oxygen supply) during simulated disasters.

- Legal & Ethical Case Studies: Role-play on patient rights, informed consent, and medico-legal documentation during disasters.
- Audit & Reporting: Preparing a post-disaster evaluation report and recommendations for improvement.

Suggested Readings

- *WORLD HEALTH ORGANIZATION. Hospital Emergency Response Checklist: An All-Hazards Tool for Hospital Administrators and Emergency Managers. Geneva: WHO; 2011.*
- *CIOTONE GR. Ciottone's Disaster Medicine. 2nd ed. Elsevier; 2016.*
- *ALEXANDER D. Principles of Emergency Planning and Management. 2nd ed. Oxford University Press; 2015.*
- *MINISTRY OF HOME AFFAIRS, GOVT. OF INDIA. National Disaster Management Guidelines. New Delhi: NDMA; 2016.*
- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*

Course Title: Information System Management Practical	L	T	P	Cr
Course Code: BVH412	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Demonstrate basic operations of Hospital Information Systems (HIS) and Clinical Information Systems (CIS).
2. Create, manage, and retrieve patient data using simple database tools.
3. Apply Electronic Health Records (EHR) and EMR functionalities in simulated environments.
4. Practice healthcare data security and privacy protocols.
5. Use decision support tools and basic data analytics for healthcare management.
6. Explore emerging digital platforms such as telemedicine and mobile health applications.

Course Content / List of Practicals (Experiments) (60 Hours)

- Introduction to Information Systems Lab – Familiarization with HIS modules.
- Database Creation – Designing simple patient databases using MS Access / SQL.
- Data Entry & Retrieval – Recording, editing, and retrieving patient information.
- Electronic Health Records (EHR) Practice – Demonstration of EMR system functions.
- Hospital Information System Simulation – Admission, billing, discharge, and pharmacy modules.
- Clinical Information System Demonstration – Laboratory, radiology, and OPD modules.
- Decision Support Systems (DSS) – Case-based use of DSS in hospital management.

- Data Security Exercises – User authentication, password protection, and role-based access.

- Data Analytics Basics – Generating simple reports, graphs, and dashboards.

- Telemedicine Application Demonstration – Simulated consultation using digital platforms.

- Cloud-based Health Information Systems – Exploring web-based HIS/EHR.

- Mobile Health Applications – Demonstration of patient apps for monitoring and care.

- Case Study Analysis – Success and failure stories of HIS implementation.

- Mini-Project – Designing a small HIS workflow or presenting a simulated EMR-based case.

Suggested Readings

- *Wager KA, Lee FW, Glaser JP. Health Care Information Systems: A Practical Approach for Health Care Management. Jossey-Bass.*

- *Shortliffe EH, Cimino JJ. Biomedical Informatics: Computer Applications in Health Care and Biomedicine. Springer.*

- *Laudon KC, Laudon JP. Management Information Systems: Managing the Digital Firm. Pearson Education.*

- *O'Brien JA, Marakas GM. Introduction to Information Systems. McGraw-Hill.*

- *Ramachandran S. Practical Guide for Healthcare Information Systems. Jaypee Brothers.*

Semester 5th

Course Title: Strategic Management in Healthcare	L	T	P	Cr
Course Code: BVH501	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the concepts and importance of strategic management in healthcare organizations.
2. Apply strategic analysis tools for decision-making in hospitals.
3. Formulate and evaluate strategies for healthcare delivery and growth.
4. Analyze the role of leadership, innovation, and change management in healthcare strategy.
5. Assess emerging trends and challenges in strategic healthcare management.

Course Contents

UNIT–I: Introduction to Strategic Management (10 Hours)

- Concept, scope, and importance of strategic management.
- Strategic management process in healthcare.
- Vision, mission, goals, and objectives of healthcare organizations.
- Levels of strategy: corporate, business, and functional.

UNIT–II: Strategic Analysis Tools (10 Hours)

- Environmental scanning: internal and external analysis.
- SWOT, PESTEL, and Porter's Five Forces analysis.
- Value chain analysis in healthcare organizations.
- Benchmarking and balanced scorecard.

UNIT–III: Strategy Formulation and Implementation (5 Hours)

- Strategy formulation for hospitals and healthcare institutions.
- Growth strategies: mergers, acquisitions, diversification.
- Strategic alliances and public–private partnerships.
- Barriers and challenges in implementation.

UNIT–IV: Contemporary Issues and Emerging Trends (5 Hours)

- Strategic leadership and change management in healthcare.
- Role of innovation and technology in strategic healthcare management.
- Global healthcare strategies and medical tourism.
- Challenges: resource constraints, competition, patient-centered care.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*
- *HARRISON JS, THOMPSON SM. Strategic Management of Health Care Organizations. 8th ed. Wiley; 2019.*
- *GINTER PM, DUNCAN WJ, SWEENEY DC. Strategic Management of Health Care Organizations. 9th ed. Wiley; 2018.*
- *JOHNSON G, SCHOLES K, WHITTINGTON R. Exploring Strategy: Text and Cases. 11th ed. Pearson; 2017.*
- *PORTER ME. Competitive Advantage: Creating and Sustaining Superior Performance. Free Press; 2008.*

Course Title: Health Insurance & Medical Records	L	T	P	Cr
Course Code: BVH502	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the concepts, types, and importance of health insurance in healthcare delivery.

2. Explain various government and private health insurance schemes in India.

3. Describe the principles of medical records management in hospitals.

4. Apply methods of maintaining patient records, coding, and documentation.

5. Evaluate the role of insurance and medical records in quality care, legal protection, and hospital administration.

Course Contents

UNIT–I: Introduction to Health Insurance (10 Hours)

- Concept, need, and scope of health insurance.

- Types of health insurance: individual, group, indemnity, managed care.

- Principles of health insurance: risk pooling, premium, claims, and reimbursements.

- Regulatory bodies: IRDAI, TPA (Third Party Administrators).

UNIT–II: Health Insurance in India (10 Hours)

- Government-sponsored schemes: Ayushman Bharat–PMJAY, CGHS, ESIC, RSBY.

- Private health insurance providers and policies.

- Public–private partnerships in health insurance.

- Challenges and opportunities in Indian health insurance sector.

UNIT–III: Medical Records Management – Basics (5 Hours)

- Importance of medical records in healthcare.

- Types of records: inpatient, outpatient, emergency.

- Structure and components of a medical record.

- Legal aspects of documentation.

UNIT–IV: Medical Records – Systems and Trends (5 Hours)

- International Classification of Diseases (ICD-10/11) coding system.
- Electronic Medical Records (EMR) and Electronic Health Records (EHR).
- Confidentiality and security of patient data.
- Role of medical records in hospital accreditation and quality improvement.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.
- MINISTRY OF HEALTH & FAMILY WELFARE. Ayushman Bharat – PMJAY Guidelines. Govt. of India; 2018.
- HOYER R, HOVENGA E. Healthcare Information Systems. CRC Press; 2019.
- KAVERI G. Health Insurance in India: A Review. Sage Publications; 2019.
- WORLD HEALTH ORGANIZATION. Electronic Health Records: Manual for Developing Countries. Geneva: WHO; 2006.

Course Title: Operations Management in Hospitals	L	T	P	Cr
Course Code: BVH503	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the concepts, scope, and role of operations management in healthcare.
2. Apply operations management tools to improve hospital efficiency and quality.
3. Analyze resource utilization, capacity planning, and workflow in hospital departments.
4. Evaluate supply chain, logistics, and service delivery in healthcare operations.
5. Develop strategies for effective patient flow and service optimization.

Course Contents

UNIT–I: Introduction to Operations Management (10 Hours)

- Concept, scope, and importance of operations management.
- Functions of operations management in hospitals.
- Role of operations managers in healthcare organizations.
- Hospital as a service organization – challenges and opportunities.

UNIT–II: Operations Planning and Control (10 Hours)

- Capacity planning and resource allocation.
- Patient scheduling and appointment systems.
- Workflow analysis and process mapping.
- Inventory and supply chain management in hospitals.

UNIT–III: Quality and Performance Improvement (5 Hours)

- Operations and service quality in healthcare.
- Total Quality Management (TQM) and Lean Six Sigma in hospitals.
- Key performance indicators (KPIs) for hospital operations.

UNIT–IV: Emerging Issues in Healthcare Operations (5 Hours)

- Technology in hospital operations: HIS, EMR, telemedicine.
- Disaster and emergency operations management.

- Patient safety and risk management.
- Future trends: AI, robotics, and digital health in hospital operations.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*
- *SANDERS NR. Supply Chain Management: A Global Perspective. 3rd ed. Wiley; 2017.*
- *STEVENSON WJ. Operations Management. 13th ed. McGraw Hill; 2020.*
- *BHATNAGAR A. Operations Management in Healthcare: Strategy and Practice. Sage Publications; 2016.*
- *WORLD HEALTH ORGANIZATION. Operations Manual for Health Services Delivery. Geneva: WHO; 2010.*

Course Title: Patient Relationship & Counseling	L	T	P	Cr
Course Code: BVH504	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the principles and importance of effective patient–provider relationships.

2. Demonstrate communication and interpersonal skills required for patient counseling.

3. Apply counseling techniques in healthcare settings for various conditions.

4. Recognize cultural, ethical, and psychological aspects influencing patient interactions.

5. Evaluate the role of counseling in improving patient compliance, satisfaction, and outcomes.

Course Contents

UNIT–I: Introduction to Patient Relationship (10 Hours)

- Concept and importance of patient relationship management.
- Principles of patient-centered care.
- Role of empathy, trust, and respect in healthcare communication.
- Barriers to effective patient relationships and how to overcome them.

UNIT–II: Communication Skills in Healthcare (10 Hours)

- Verbal and non-verbal communication.
- Active listening and questioning techniques.
- Handling difficult patients and relatives.
- Role of healthcare staff in managing patient expectations.

UNIT–III: Basics of Counseling (5 Hours)

- Definition, scope, and objectives of counseling.
- Types of counseling: supportive, preventive, crisis, and rehabilitative.
- Steps in the counseling process.

UNIT–IV: Counseling Applications in Healthcare (5 Hours)

- Counseling in chronic diseases (diabetes, hypertension, cancer).

- Counseling in lifestyle modification (smoking cessation, weight management).
- Counseling in sensitive conditions (HIV/AIDS, mental health, end-of-life care).
- Ethical and cultural considerations in patient counseling.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *STEWART M, BROWN JB, WESTON WW, MCWHINNEY IR, MCWILLIAM CL, FREEMAN TR. Patient-Centered Medicine: Transforming the Clinical Method. 3rd ed. CRC Press; 2014.*
- *SILBERMAN J. Patient Communication for Pharmacy: A Case-Study Approach on Theory and Practice. McGraw Hill; 2020.*
- *GIBSON R, MITCHELL MH. Introduction to Counseling and Guidance. 8th ed. Pearson; 2016.*
- *NEERAJA KP. Essentials of Mental Health and Psychiatric Nursing. 2nd ed. Jaypee Brothers; 2011.*
- *WORLD HEALTH ORGANIZATION. Counselling for Maternal and Newborn Health Care: A Handbook for Building Skills. Geneva: WHO; 2013.*

Course Title: Medical Ethics & Legal Issues	L	T	P	Cr
Course Code: BVH505	3	0	0	3

Total Hours 45

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the principles of medical ethics and their application in healthcare practice.
2. Explain patient rights, duties of healthcare professionals, and confidentiality.
3. Analyze medico-legal issues including negligence, malpractice, and consent.
4. Apply ethical reasoning to dilemmas in clinical and research settings.
5. Evaluate emerging ethical challenges in modern healthcare (digital health, organ donation, end-of-life care).

Course Contents

UNIT–I: Fundamentals of Medical Ethics (15 Hours)

- Definition, scope, and importance of medical ethics.
- Principles of bioethics: autonomy, beneficence, non-maleficence, justice.
- Code of ethics for doctors, nurses, and allied health professionals.
- Informed consent: principles, legal aspects, and case studies.
- Confidentiality and privacy in healthcare.

UNIT–II: Patient Rights and Professional Duties (10 Hours)

- Patient rights charter (India and international perspective).
- Duties and responsibilities of healthcare providers.
- Ethical aspects of doctor–patient relationship.
- Ethical issues in maternal and child health, reproductive rights.

UNIT–III: Medico-Legal Issues (10 Hours)

- Medical negligence and malpractice.

- Handling medico-legal cases (MLC): assault, accidents, poisoning, sexual offences.
- Legal aspects of organ transplantation, surrogacy, abortion (MTP Act), PCPNDT Act.
- Consumer Protection Act (CPA) and healthcare.

UNIT–IV: Contemporary Ethical Challenges (10 Hours)

- End-of-life decisions: euthanasia, palliative care, advanced directives.
- Ethical issues in biomedical research and clinical trials.
- Digital health, telemedicine, and confidentiality concerns.
- Public health ethics: vaccination, epidemics, and resource allocation.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- PARIKH CK. Parikh's Textbook of Medical Jurisprudence and Toxicology. 7th ed. CBS Publishers; 2016.
- BEAUCHAMP TL, CHILDRESS JF. Principles of Biomedical Ethics. 8th ed. Oxford University Press; 2019.
- SINGH Y. Medical Law and Ethics in India. Universal Law Publishing; 2017.
- NATIONAL MEDICAL COMMISSION. Code of Ethics Regulations. Government of India; 2020.
- WORLD HEALTH ORGANIZATION. Standards and Operational Guidance for Ethics Review of Health-Related Research with Human Participants. Geneva: WHO; 2011.

Course Title: Telemedicine	L	T	P	Cr
Course Code: BVH506	2	0	0	2

Total Hours 30

Learning Outcomes: After completion of this course, the learner will be able to:

1. Understand the concept, scope, and applications of telemedicine in healthcare.
2. Describe the technologies and infrastructure required for telemedicine services.
3. Apply legal, ethical, and data security principles in telemedicine practice.
4. Evaluate the benefits and challenges of telemedicine in patient care and public health.
5. Analyze national and global initiatives, policies, and future trends in telemedicine.

Course Contents

UNIT–I: Introduction to Telemedicine (10 Hours)

- Definition, scope, and importance of telemedicine.
- History and evolution of telemedicine in India and worldwide.
- Types of telemedicine services: teleconsultation, telemonitoring, tele-education, telesurgery.
- Role of telemedicine in rural and underserved areas.

UNIT–II: Technology and Infrastructure (10 Hours)

- Components: hardware, software, and communication systems.
- Electronic Medical Records (EMR) and interoperability.
- Telecommunication standards and bandwidth requirements.
- Role of mobile health (mHealth), apps, and wearable devices.

UNIT–III: Legal, Ethical, and Administrative Aspects (5 Hours)

- Telemedicine Practice Guidelines (MoHFW, 2020).

- Consent, confidentiality, and data protection in telemedicine.

- Ethical issues in remote consultation and digital prescriptions.

- Reimbursement and insurance in telemedicine services.

UNIT–IV: Emerging Trends and Future of Telemedicine (5 Hours)

- Artificial Intelligence (AI), robotics, and virtual reality in telehealth.

- Integration of telemedicine in national health programs.

- Global collaborations and medical tourism.

- Challenges: digital divide, training, acceptance by providers and patients.

Transaction Modes: Video-based teaching, Collaborative teaching, Case-based teaching, Question–Answer sessions

Suggested Readings

- *BISWAS S. Telemedicine in India: Legal, Policy and Ethical Aspects. Sage Publications; 2021.*

- *WOOTTON R, CRAIG J, PATIL NG. Introduction to Telemedicine. 2nd ed. Royal Society of Medicine Press; 2006.*

- *MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA. Telemedicine Practice Guidelines. New Delhi: MoHFW; 2020.*

- *WHO. Telemedicine: Opportunities and Developments in Member States. Geneva: World Health Organization; 2010.*

- *KUMAR S, MAHARAJ B. Telemedicine and Artificial Intelligence: Future of Healthcare. Springer; 2022.*

Course Title: Strategic Management in Healthcare Practical	L	T	P	Cr.
Course Code: BVH507	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Apply strategic management concepts to real-life healthcare settings.
2. Use analytical tools (SWOT, PESTEL, Porter's Five Forces) for healthcare organizations.
3. Formulate strategies for hospital growth, quality improvement, and patient care enhancement.
4. Analyze case studies of healthcare organizations using strategic frameworks.
5. Prepare strategic management reports and presentations for healthcare institutions.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a glossary of strategic management terms.
- Exercise on vision, mission, and goal setting for a hospital.
- SWOT analysis of a healthcare institution.
- PESTEL analysis for the healthcare sector in India.
- Porter's Five Forces analysis for a hospital/clinic.
- Value chain mapping for healthcare service delivery.
- Case study analysis: Expansion strategy of a multispecialty hospital.
- Role-play: Strategic decision-making in hospital administration.
- Designing a Balanced Scorecard for a healthcare organization.
- Exercise on benchmarking hospital performance indicators.
- Group activity: Strategic alliance planning (PPP model in healthcare).
- Case study on innovation and technology adoption in hospitals.
- Preparation of a business plan for a new healthcare service.
- Exercise on change management strategies in healthcare.

- Mini-project: Preparation and presentation of a strategic management report for a hypothetical hospital.

Suggested Readings

- *GINTER PM, DUNCAN WJ, SWEENEY DC. Strategic Management of Health Care Organizations. 9th ed. Wiley; 2018.*

- *HARRISON JS, THOMPSON SM. Strategic Management of Health Care Organizations. 8th ed. Wiley; 2019.*

- *JOHNSON G, SCHOLES K, WHITTINGTON R. Exploring Strategy: Text and Cases. 11th ed. Pearson; 2017.*

- *PORTER ME. Competitive Advantage: Creating and Sustaining Superior Performance. Free Press; 2008.*

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*

Course Title: Health Insurance & Medical Records Practical	L	T	P	Cr.
Course Code: BVH508	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Demonstrate the process of claim preparation, submission, and settlement in health insurance.
2. Apply knowledge of various government and private health insurance schemes.
3. Prepare and maintain patient medical records (manual and electronic).
4. Perform coding using ICD (International Classification of Diseases) for medical records.
5. Ensure confidentiality, security, and legal compliance in handling medical data.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a glossary of health insurance and medical record terms.
- Exercise on preparing a mock health insurance claim form.
- Demonstration of pre-authorization and reimbursement procedures.
- Case study on Ayushman Bharat–PMJAY or other insurance schemes.
- Preparation of patient admission and discharge forms.
- Designing an outpatient and inpatient medical record format.
- Exercise on maintaining medical records (filing, indexing, retrieval).
- Demonstration of electronic medical records (EMR) software.
- Introduction to ICD coding and practical exercises.
- Preparation of coding for common diseases using ICD-10/11.
- Case study: Insurance fraud detection and prevention.
- Exercise on confidentiality and data protection in patient records.
- Preparation of a retention and disposal policy for medical records.

- Group activity: Comparing government and private insurance claim processes.
- Mini-project: Designing a complete medical record and insurance documentation system for a hypothetical hospital.

Suggested Readings

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*
- *HOYER R, HOVENGA E. Healthcare Information Systems. CRC Press; 2019.*
- *MINISTRY OF HEALTH & FAMILY WELFARE. Ayushman Bharat – PMJAY Guidelines. Govt. of India; 2018.*
- *KAVERI G. Health Insurance in India: A Review. Sage Publications; 2019.*
- *WORLD HEALTH ORGANIZATION. Electronic Health Records: Manual for Developing Countries. Geneva: WHO; 2006.*

Course Title: Operations Management in Hospitals Practical	L	T	P	Cr.
Course Code: BVH509	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Apply principles of operations management in hospital settings.
2. Perform workflow analysis and patient flow mapping.
3. Use tools like process mapping, KPIs, and Lean Six Sigma for hospital improvement.
4. Analyze case studies on hospital efficiency, productivity, and patient safety.
5. Prepare operational improvement plans for healthcare services.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a glossary of hospital operations management terms.
- Exercise on designing a workflow for outpatient department (OPD).
- Patient flow mapping and time–motion study in a simulated ward.
- Preparation of duty roster for hospital staff.
- Case study: Reducing waiting time in diagnostics or OPD.
- Preparation of a process flow chart for emergency department operations.
- Simulation of bed management and occupancy control.
- Exercise on supply chain management in a hospital pharmacy.
- Case study: Resource allocation in ICU management.
- Designing a KPI dashboard for hospital performance monitoring.
- Exercise on application of Lean and Six Sigma tools in healthcare.
- Mock audit: Evaluating quality of hospital housekeeping services.
- Exercise on patient safety event reporting and RCA (Root Cause Analysis).
- Group activity: Disaster and emergency operations simulation.

- Mini-project: Preparation of an operational improvement plan for a hypothetical hospital.

Suggested Readings

- *STEVENSON WJ. Operations Management. 13th ed. McGraw Hill; 2020.*

- *BHATNAGAR A. Operations Management in Healthcare: Strategy and Practice. Sage Publications; 2016.*

- *GOYAL RC. Hospital Administration and Human Resource Management. 6th ed. PHI Learning; 2017.*

- *BISSONNETTE S. Quality Management in Healthcare. Jones & Bartlett Learning; 2014.*

- *WORLD HEALTH ORGANIZATION. Operations Manual for Health Services Delivery. Geneva: WHO; 2010.*

Course Title: Patient Relationship & Counseling Practical	L	T	P	Cr.
Course Code: BVH510	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Demonstrate effective communication and interpersonal skills with patients.
2. Apply counseling techniques in various healthcare scenarios.
3. Conduct role-plays and simulations to manage patient expectations and emotions.
4. Develop patient education materials to improve compliance and satisfaction.
5. Analyze ethical, cultural, and psychological aspects of patient counseling.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a glossary of communication and counseling terms.
- Role-play: Establishing rapport with a new patient.
- Exercise on verbal and non-verbal communication in healthcare.
- Mock session on active listening and empathy building.
- Role-play: Handling an anxious patient pre-surgery.
- Counseling exercise for chronic diseases (e.g., diabetes, hypertension).
- Simulation: Counseling for lifestyle modifications (smoking cessation, weight loss).
- Role-play: Breaking bad news ethically and sensitively.
- Exercise on patient education for medication adherence.
- Case study on counseling in HIV/AIDS and mental health care.
- Group activity: Counseling for end-of-life and palliative care.
- Mock counseling session with family members of patients.
- Preparation of patient information leaflets and health education brochures.

- Group discussion: Cultural and ethical issues in patient counseling.
- Mini-project: Conducting and documenting a complete counseling session (simulated case).

Suggested Readings

- *STEWART M, BROWN JB, WESTON WW, MCWHINNEY IR, MCWILLIAM CL, FREEMAN TR. Patient-Centered Medicine: Transforming the Clinical Method. 3rd ed. CRC Press; 2014.*
- *GIBSON RL, MITCHELL MH. Introduction to Counseling and Guidance. 8th ed. Pearson; 2016.*
- *NEERAJA KP. Essentials of Mental Health and Psychiatric Nursing. 2nd ed. Jaypee Brothers; 2011.*
- *SILBERMAN J. Patient Communication for Pharmacy: A Case-Study Approach on Theory and Practice. McGraw Hill; 2020.*
- *WORLD HEALTH ORGANIZATION. Counselling for Maternal and Newborn Health Care: A Handbook for Building Skills. Geneva: WHO; 2013.*

Course Title: Telemedicine Practical	L	T	P	Cr.
Course Code: BVH511	0	0	4	2

Total Hours 60

Learning Outcomes: After completion of this course, the learner will be able to:

1. Demonstrate the setup and operation of telemedicine systems.
2. Conduct mock teleconsultations using appropriate digital platforms.
3. Apply principles of electronic health records (EHR) and data security in telemedicine.
4. Evaluate challenges and opportunities of telemedicine in different healthcare settings.
5. Prepare case-based reports on the role of telemedicine in improving healthcare access.

Course Content

List of Practicals / Experiments (60 Hours):

- Preparation of a glossary of telemedicine-related terms.
- Demonstration of telemedicine equipment and software platforms.
- Exercise on setting up a basic teleconsultation system.
- Mock teleconsultation between doctor and patient
- Suggested Readings
- BISWAS S. Telemedicine in India: Legal, Policy and Ethical Aspects. Sage Publications; 2021.
- WOOTTON R, CRAIG J, PATIL NG. Introduction to Telemedicine. 2nd ed. Royal Society of Medicine Press; 2006.
- MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA. Telemedicine Practice Guidelines. New Delhi: MoHFW; 2020.
- WHO. Telemedicine: Opportunities and Developments in Member States. Geneva: World Health Organization; 2010.
- KUMAR S, MAHARAJ B. Telemedicine and Artificial Intelligence: Future of Healthcare. Springer; 2022.

Suggested Readings

- *BISWAS S. Telemedicine in India: Legal, Policy and Ethical Aspects. Sage Publications; 2021.*

- *WOOTTON R, CRAIG J, PATIL NG. Introduction to Telemedicine. 2nd ed. Royal Society of Medicine Press; 2006.*

- *MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA. Telemedicine Practice Guidelines. New Delhi: MoHFW; 2020.*

- *WHO. Telemedicine: Opportunities and Developments in Member States. Geneva: World Health Organization; 2010.*

- *KUMAR S, MAHARAJ B. Telemedicine and Artificial Intelligence: Future of Healthcare. Springer; 2022.*

Semester 6th

Course Title: Internship	L	T	P	Cr
Course Code: BVH601	0	0	40	20

Total Hours 600

Learning Outcomes: After Completion of this course, the learner will be able to:

1. Demonstrate understanding of hospital administration processes including admission, discharge, and patient services.
2. Apply principles of quality management, patient safety, and regulatory compliance in healthcare settings.
3. Coordinate effectively between clinical and non-clinical departments for smooth hospital operations.
4. Analyze administrative challenges and suggest practical solutions for efficient healthcare delivery.
5. Integrate theoretical knowledge of hospital management with practical exposure to function as a competent healthcare administrator.

Course Contents

List of Practical's / Experiments: **600 Hours**

The internship in Hospital Administration is designed to provide students with real-time exposure to the functioning and management of healthcare institutions. During the training, students will be attached to various hospital departments such as administration, human resources, finance, medical records, quality control, and patient services. They will learn about hospital planning, organization of services, patient admission and discharge procedures, billing systems, inventory control, and coordination between clinical and non-clinical departments. The internship will also emphasize regulatory compliance, healthcare laws, medical ethics, and accreditation standards (NABH/JCI). Students will gain practical insights into healthcare quality management, hospital information systems, biomedical waste management, and patient safety protocols. Interaction with hospital administrators, observation of day-to-day operations, and participation in

case studies or small projects will enhance their managerial and leadership skills. Each student must maintain a logbook, prepare departmental reports, and submit a final internship project summarizing their learning experience.